

Natural Harvest Food Co-op
January Meeting Held Wednesday, January 25, 2023
Board of Directors Meeting
Held at Natural Harvest Classroom

Board Members Present: Stephen Levchak, *Victoria Ranua, Raini Knaeble-Weiss, Kyle Lynch, Nick Renollet, and Carly Antus-Wilk

Absent: Jennifer Krenz and Tera Nowicki

Guest: *NCG Representative Paula Gilbertson, and Guest Owners, **Janelle Carlson & Corinne Gulbranson**

Staff Members Present: General Manager (GM) Briana Sterle and Grocery Assistant Tyler Krenz

*Attended via Zoom

Call to Order - President Stephen Levchak called the meeting to order at 5:36PM

Additionally, the Board of Directors of Natural Harvest Food Co-op formally welcomed the new General Manager Briana Sterle.

Consent Agenda Item

- 11/30/2022 Board Meeting Minutes
- 11/30/2022 Closed Session Minutes
- 12/28/2022 Closed Special Session Minutes
- November New Owners/Cancellations
- December New Owners/Cancellations

Victoria Ranua motioned to accept the consent agenda items, Nick Renollet seconded, the **motion** carried.

Customer Concerns

Janelle voiced concerns about the GM hiring process and decision. Board heard her concerns and a short discussion between the owner and the board occurred. Janelle and Corinne left the meeting.

GM Reports

Business Plan - Consultation given by NCG Representative Paula Gilbertson has taken place as part of Briana's orientation and onboarding process. The next step is to develop a business plan, which will be presented to the board.

Natural Harvest Food Co-op Budget 2023 - With assistance from Paula, a budget will be developed and presented to the board.

Victoria motioned to accept the proposed budget, Raini seconded, the **motion** carried.

Monthly Sales Chart - The sales chart was presented and discussed.

Store Happenings - Store happenings were presented.

New Business

Board Resignation - Board member Sulaiman Syed submitted a letter of resignation to the Natural Harvest Board.

Victoria put forth the motion to accept the resignation, Kyle seconded, the **motion** carried.

Board Book Review - Discussion on board books and making this digital with paper copies available upon request.

Micro-grant Update/Planning - Victoria and Briana made a plan to meet to complete planning of Micro-grant submissions.

2023 GM Monitoring Schedule Revision - GM monitoring schedule was discussed. Paula, NCG representative is working with Briana and the GM evaluation committee to ensure a smooth transition for our new GM.

2023 Board Budget Approval - The treasurer was **absent**. Board budget approval and review will take place in February.

Increasing Cap on Class A Shares Discussions - As Natural Harvest gets closer to the cap of 5,000 Class A Shares, it is imperative to begin the process of voting by owners whether or not to expand the cap, and submit a request to the Secretary of State to receive more Class A shares. Stephen and Kyle volunteered to draft the language to put on the ballot.

Board Election packet Update - Last minute revisions are being made by the *Perpetuation Committee*, scheduled to be out within two weeks of this meeting.

Confirm 2023 Annual Meeting Date/Begin Planning - Tentative date of **May 11th, 2023 at 5:30pm** has been set for the Annual Meeting. Location, the Elks Lodge in Virginia MN. Catered by Natural Harvest's Deli. Discussion on whether to have an invitation mailed to all current active owners, or have the invitation be part of the Spring addition of "*The Harvest Beet*".

Treasurer's Report

The treasurer was **absent**.

Committee Reports

GM Evaluation - A meeting was held and a contract for the GM position was put forth by the committee members and signed by Briana Sterle.

Education - Discussion regarding board orientation process; noted the four open board seats.

Perpetuation - No meeting was held.

GM Search - The GM hiring process has been concluded. The Committee was disbanded.

Board Article for Newsletter - Stephen volunteered to write the spring edition board article.

Next Board Meeting

The next Board Meeting meeting will be held on Wednesday, February 22nd at 5:30PM in the Natural Harvest classroom.

Nick Renollet made a **motion** to adjourn at 7:16 PM and Kyle Lynch seconded it. The **motion** was approved and the meeting was **adjourned**.

Respectfully submitted,

Tyler Krenz, Grocery Assistant and Owner

Raini Knaeble-Weiss, Board Secretary