

Minutes - Natural Harvest Board Meeting
Wednesday, May 24, 2023
Natural Harvest Community Room
5:30 p.m.

BOARD MEMBERS PRESENT: EDIE CARR, CHRISTINA FORSYTHE, JENNA KUITUNEN, STEPHEN LEVCHAK (PRESIDENT), AND MIKE NYSTROM.

BOARD MEMBERS ABSENT: JENNIFER KRENZ, TERA NOWICKI (TREASURER), VICTORIA RANUA (VICE PRESIDENT), AND DOMINIC RENOLLET.

OTHERS PRESENT: BRIANA STERLE (GENERAL MANAGER) AND PAULA GILBERTSON (VIA ZOOM; NCG CONSULTANT).

5:30 **Call Meeting to Order**

Levchak called the meeting to order at 5:31 p.m.

Steve

- Welcome
- New Board Meet and Greet

5:35 **Consent Agenda Items**

- [2-22-23 Closed Session Minutes](#)
- [3-22-23 Board Meeting Minutes](#)
- [March New Owners/Cancellations](#)
- [Owner Cancellation Request](#)
- [April New Owners/Cancellations](#)
- [C1 - Governing Style](#)
- [D2 - Accountability of GM](#)

Discussed membership of Sellman Title Co./Vicki Carlson. Levchack confirmed via bylaws that a business can have a membership. However, a follow-up phone call will be made to confirm with the customer what their expectations are for the membership and to clarify that it is just a single membership.

Carr moved to approve all consent agenda items. Forsythe seconded. No abstentions or objections. Motion carried.

5:40 **GM Reports**

Briana

- [B1 - Financial Condition - 1st Qtr 2023](#)
- [Profit & Loss - 1st Qtr 2023](#)
- [Balance Sheet - 1st Qtr 2023](#)
- [Revised 2nd, 3rd, and 4th Qtr 2023 Budget](#)

Kuitunen moved to approve the B1 Monitoring Reports as presented. Carr seconded. No abstentions or objections. Motion carried.

- [Monthly Sales Chart](#)
- [Store Happenings - GM Report](#)
- [Store Happenings - Marketing Report](#)

One correction:

- 21 new owners from the owner drive (correction from 17 per files)

6:10

New Business

Board

- [Approval of Owner loan payback for 2023](#)

Discussed possible payment methods, as we have CD's to cover each scheduled payment, but we also currently have sufficient cash on hand. Payout date is June 30. Sterle will discuss with accounting and decide which funds make the most sense to use.

Forsythe moved to approve owner loan payback. Carr seconded. No abstentions or objections. Motion carried.

- Board Compensation

Board used to receive a small stipend but decided against taking any compensation during GM search. We can consider whether to bring it back or if Board Members will continue serve pro bono.

This issue was tabled until the next meeting as four board members were absent.

- New board contact info., shirt size for ordering, board books

Contact information was already provided by new board members. Shirts are ordered by the VP and Board Books are updated by the Secretary. These items were tabled as the VP was absent and the Secretary was an outgoing Board member. Table as VP is not here.

- New board bios. for website
- Board orientation scheduling

Due to the number of absent board members the scheduling of orientation was tabled until the next meeting or will be arranged via email.

6:30

Board Officer Nominations and Election

President
Vice President
Secretary
Treasurer

Officer elections are typically held in May. However, due to the number of absent members it makes more sense for the current officers to stay on for one additional month and then we can hold the election. Levchaks agree to carry over to the next month as President. VP and Treasurer are also still on the Boar and can continue for another month.

Kuitunen moved to maintain current officers and postpone election for one month. Forsythe seconded. No abstentions or objections. Motion carried.

6:40

Treasurer's Report

Treasurer was absent so this was skipped.

6:45

Committee Appointments and Reports

Board

-GM Evaluation - Steve, Jennifer

- Education -
- Perpetuation - Victoria, Tera, Nick

Forsythe moved to table committee appointments and reports until next month due to absences. Nystrom seconded. No abstentions or objections. Motion carried.

7:00 Newsletter Article

- Volunteer for Summer Article

Historically newsletters were sent quarterly. Limiting the newsletter is a way to cut costs as writing, editing, and printing the newsletter costs approximately \$1,300. There is limited time to prepare a summer newsletter and Sterle is recommending we only do 2 this year. Per Levchak, the Newsletter needs a board segment, but it is the GM's decision on when a newsletter is sent out.

7:05 Next Meeting Date

- Schedule June Meeting

Next meeting is tentatively scheduled for June 27, 2023 at 5:30 p.m.

7:10 Adjournment

Forsythe moved to adjourn at 6:50. Kuitunen seconded. No abstentions or objections. Motion carried.