



Natural Harvest Board Meeting  
**Regular Meeting Minutes**  
Natural Harvest Community Room  
Tuesday, July 25, 2023

### **1. Call Meeting to Order**

Board President Levchak called the meeting to order at 5:40pm after remote attendee technical difficulties.

Present: Edie Carr, Christina Forsythe, Allison Hill, Jennifer Krenz, Jenna Kuitunen, Mike Nystrom, Stephen Levchak, Victoria Ranua\*, and Dominic Renollet

Staff Present: General Manager Briana Sterle, Paula Gilbertson

### **2. Addition: New Boardmember**

Carr motioned to approve Allison Hill. Kuitunen seconded the motion. Motion carried unanimously.

Sterle will provide an email account. President Levchak will provide access to the board Google Drive.

### **3. Consent Agenda Items**

Noted the Treasurer nomination in the minutes were missing.

Carr moved to approve the consent agenda items as presented. Ranua seconded. No abstentions or objections. Motion carried.

### **4. General Manager (GM) Reports**

Nystrom moved to approve the written B9 Emergency Succession Plan based on recent past experiences with GM succession. Second by Kuitunen. No abstentions or objections. Motion carried unanimously.

General Manager Sterle gave a report of a strong Monthly Sales and Store Happenings.

**5. New Business**

Annual Review

Carr made a motion to accept the 2023 Patronage Rebate recommendation of not paying a patronage rebate this year made by General Manager Sterle. Second by Kuitunen. Motion carried unanimously.

Renollet made a motion to reinstate board compensensation to previous levels (see chart below) to house accounts as of August 1. Nystrom seconded. Motion carried unanimously. Sterle noted that if board members want their compensation amount donated, to contact her before August 1st, 2023.

Board of Directors (non-officers)	\$50.00/mo
Board Vice-President	\$60.00/mo
Board Treasurer	\$60.00/mo
Board Secretary	\$70.00/mo
Board President	\$80.00/mo
<b>Total Monthly Compensation</b>	<b>\$520/mo</b>

Comprehensive Employee Survey / Wage Scale Review process. Natural Harvest policy has no specific timeline on frequency of employee surveys. It's recommended to do a survey every two to three years. The cost of a third-party survey is approximately \$6,000-\$8,000. The last employee survey was completed in 2021. It is generally not recommended to conduct a survey during a transition period.

**6. Treasurer's Report**

Treasurer Nystrom provided a handout report at the meeting. Board insurance was not included in the report, but has been paid. Sterle recommends streamlining the process for Nystrom to prepare a treasurer report after a gap in reporting during a transition period with an initial meeting along with Nystrom and President Levchak.

**7. Committee Appointments and Reports**

GM Evaluation (Levchak, Nystrom, Forsythe) - did not meet.  
Education (Carr, Kuitunen, Hill) - did not meet  
Perpetuation (Ranua, Renollet, Krenz) - did not meet.

**8. Next Meeting Dates**

Tuesday, August 22 @ 5:30pm  
Thursday, September 28 @ 5:30pm

**9. Adjourn**

Kuitunen moved to adjourn the meeting at 6:57 p.m. Renollet seconded. Motion carried.  
Meeting adjourned.

Respectfully submitted,

Victoria Ranua  
Board Secretary

Approved by Board on  
September 28, 2023