



Natural Harvest Board Meeting
Regular Meeting Minutes
Natural Harvest Community Room
Thursday, February 21, 2024

1. Call Meeting to Order

Board President Levchak called the meeting to order at 5:30pm.

Present: Christina Forsythe, Allison Hill*, Christina Kuitunen, Mike Nystrom, Stephen Levchak, Victoria Ranua*, and Dominic Renollet*

Staff Present: General Manager Briana Sterle,

*Remote attendee

2. Consent Agenda Items

- a. 1-18-24 Board Meeting Minutes
- b. January New Owners / Cancellations
- c. C4- Board Meetings

Nystrom moved to approve the consent agenda with January 18, 2024 minutes tabled due to lack of time to review. Forsythe seconded. No abstentions or objections. Motion carried unanimously.

3. General Manager (GM) Reports

a. Store Happenings

Sterle presented detailed Store Happenings. No action needed.

b. B1 - Financial Conditions 4rd Qtr 2023

GM Sterle presented the Profit & Loss Budget vs. Actuals and Balance Sheet. Significant financial improvement over 2023 and gaining momentum. Net income goal achieved and was 200% improvement over 2023 Qtr 4.

Renollet made a motion to approve the B1 Financial Conditions 4rd Qtr 2023. Nystrom seconded. No abstentions or objections. Motion carried unanimously.

c. Monthly Sales Chart

Sterle presented the Monthly Sales chart. 9.75% growth over January 2023. 545 more shoppers this year. Weather a factor in improved sales. General Manager and Assistant General Manager are currently attending a five-series National Co-op Growers (NCG) Financial Training course. No action needed.

4. New Business

a. Annual Meeting update / planning (annual meeting check list, board volunteer job sign-up sheet)

Board reviewed forms /checklists made by the Education Committee and had a general discussion about the annual meeting including generating leads on future board candidate leads (what would make you interested, do you know anyone interested) and how to manage member feedback about the board and store operations.

b. Microgrant update / planning

NHFC has been doing the microgrant for 5 years. Application is complete, but is not yet live. There is a limited pool of candidates. Program was initially designed to provide longevity to co-op food vendors. Based on discussion, board made general decision to suspend program after this year.

c. Board Task Calendar

Board discussed the updated Board Task Calendar.

d. ENDS work/discussion (Revision Group Work)

Board members made a general review of preliminary work at the ENDS Revision Group. Group will continue to provide feedback for future review.

e. Future Board Meetings Format Discussion

Board discussed the role that virtual meeting options will play in future board meetings, as they do have drawbacks for Board functioning. There are benefits to attending meetings in-person yet the remote option promotes inclusiveness for current and future board members. The Board has an existing attendance policy that does not address type of attendance (in-person or virtual). Despite drawbacks of virtual meetings, general consensus was that this should remain an option, with in-person attendance preferred. GM noted that it is an administrative burden to manage the virtual option.

The Board agreed to take over responsibility for managing the technical side of the virtual option.

f. Digital File Organization Project

Tabled to future meeting.

5. Treasurer’s Report

Treasurer Nystrom presented the Treasurer's Report (stipends only). No action needed.

6. Committee Reports

GM Evaluations	Levchak, Nystrom, Forsythe	Did not meet. Waiting on RFP.
Education	Carr, Kuitunen, Hill	Covered in meeting.
Perpetuation	Ranua, Renollet, Krenze	Covered in meeting.

7. Next Meeting Dates

Wednesday, March 20, 2024 @ 5:30pm

Thursday, April 25, 2024 (Annual Meeting) (No Virtual Option)

8. Adjourn

Forsythe moved to adjourn the meeting at 7:29 p.m. Nystrom seconded. Motion carried. Meeting adjourned.

Natural Harvest Board Meeting
Regular Meeting Minutes
February 21, 2024

Respectfully submitted,

Victoria Ranua
Board Secretary

Approved by Board on
March 20, 2024