



Natural Harvest Board Meeting
Regular Meeting Minutes
Natural Harvest Community Room
Tuesday, May 27, 2025

Board Members Present: Edie Carr, Kerby Green, Christina Forsythe, Diana Jankovich, Jenna Kuitunen, Stephanie Leonard, Mike Nystrom, Carla Parrish, and Dominic Renollet.

Staff Present: Briana Sterle (GM).

Others Present: Bruce Mayer and Claire Ueltzen (Wagner CPA).

I. Call Meeting to Order

Board Vice President Carr called the meeting to order at 5:33.

2. New Business

a. Financial Review Discussion with CPA

- i. Bruce Mayer and Clarie Ueltzen from Wagner CPA presented the Audited financial statements for 2024. Audit opinion is that NHFC financials statements present fairly, in all material respects, the position of the co-op. All question from the board were answered satisfactorily
- ii. **Balance Sheet 2024 (attachment)**
- iii. **Profit & Loss 2024 (attachment)**
- iv. **Management Letter (attachment)**

Bruce and Claire dropped off the call.

Motion made by Renollet to authorize GM Sterle to sign off on draft of the Audited Financial Statements as presented. Kuitunen seconded. No abstentions or objections. Motion carried.

3. Consent Agenda Items

- a. **3-27-25 Board Meeting Minutes**
- b. **March New Owners/Cancellations**
- c. **April New Owners/Cancellations**
- d. **C1 – Governing Style**
- e. **D2 – Accountability of GM**

Motion made by Nystrom to approve Consent Agenda Items as presented. Leonard seconded. No abstentions or objections. Motion carried.

4. GM Reports

- a. BI – Financial Condition – 1st Qtr 2025**
 - i. **Profit and Loss – 1st Qtr 2025 (attachment)**
 - 1. **P & L Notes (attachment)**
 - ii. **Balance Sheet - 1st Qtr 2025 (attachment)**

Motion made by Forsythe to approve the BI Financial report as presented. Green seconded. No abstentions or objections. Motion carried.

- b. Monthly Sales Chart**
- c. Store Happenings**

5. New Business - continued

- a. Approval of Owner loan payback for 2025**

Motion made by Forsythe to approve the owner loan payback for 2025. Parrish seconded. No abstentions or objections. Motion carried.

- b. 2025 Patronage Rebate Recommendation**

Motion made by Renollet to approve the recommendation for no patronage rebate in 2025. Jankovich seconded. No abstentions or objections. Motion carried.

- c. Board Housekeeping**

- i. **New board bios/photos for website**
 - 1. New board members send to Laura Goff by June 4, 2024.
- ii. **FinCen application**
 - 1. New board members need to create a FinCEN number and send to Sterle.
- iii. **Conflict of Interest statement – to be signed**
 - 1. All board members to complete and return to Sterle.

- d. Annual meeting review/evaluation – Feedback form summary/attendance**

- i. Feedback included interest in more classroom use. Any community group can use if they meet parameters listed on the website.

- e. Board Officer Nominations and Election**

- i. **President**

Motion made by Forsythe to nominate Edie Carr as President. Kuitunen seconded. No abstentions or objections. Motion carried.

ii. **Vice President**

Motion made by Forsythe to nominate Mike Nystrom as Vice President. Renollet seconded.

Motion made by Nystrom to nominate Carla Parrish as Vice President. Kuitunen seconded.

Vote 5-4 in favor of Parrish. No abstentions or objections. Motion carried to approve Parrish as Vice President.

iii. **Secretary**

Motion made by Forsythe to nominate Jenna Kuitunen as Secretary. Green seconded. No abstentions or objections. Motion carried.

iv. **Treasurer**

Motion made by Forsythe to nominate Mike Nystrom as Treasurer. Renollet seconded. No abstentions or objections. Motion carried.

6. Treasurer's Report

7. Committee Appointment and Reports

GM Evaluation	Edie, Christina - Chair , Kerby	- Met with Steve before he left to clarify what is needed going forward.
Education	Jenna, Stephanie - Chair , Nick	- Orientation was held. Committee met to discuss timelines.
Perpetuation	Diana - Chair , Mike, Carla	- Did not meet.

8. Set Next Meeting Dates

- Wednesday, June 18th at 5:30
- Tuesday, July 29th at 5:30
- Tuesday, August 26th at 5:30

9. Adjourn

Meeting adjourned at 7:20 p.m.

10. Owner Stock Buyback – Post-Meeting Electronic Approval

- a. On Thursday, May 29th a member reached out requested a stock buyback. The situation was time sensitive so the vote was conducted by the Board via Email.
 - i. Board President Carr emailed the Board to explain the nature of the request and moved to approve the Owner Stock Buyback via Electronic vote. Motion was seconded and voted on via email with 7 Directors voting in favor and two who did not respond by the deadline set.

Motion made by Carr to approve Owner Stock Buyback via electronic vote. Renollet seconded. Jankovich and Parrish abstained. No objections. Motion carried.

Respectfully submitted,

Jenna Kuitunen
Board Secretary

Approved by Board on
June 18, 2025