



Natural Harvest Board Meeting
Regular Meeting Minutes
Natural Harvest Community Room
Thursday September 25, 2025

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

Board Members Absent: Noel Cordero

Staff Present: Briana Sterle (GM).

*Remote Attendee

1. Call Meeting to Order

Board President Carr called the meeting to order at 5:35 p.m.

2. Consent Agenda Items

- a. Approve 8-26-25 Board Meeting Minutes
- b. August New Owners
- c. Owner Termination

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

3. Committee Reports

- a. GM Evaluation
 - i. Going to move forward with an RFP.
 - ii. Reviewing employee complaint process.
- b. Education
 - i. Met with Molly Phipps about Retreat Topics:
 - 1. Committees
 - 2. GM Succession (Board)
- c. Perpetuation
 - i. Added a Board recruiting flyer to the website.

- ii. Looking for other opportunities to hand out and look for Board Members: farmers markets, at check-out counters.
- iii. Drafting a calendar of activities for the Perpetuation Committee.

4. New-Continuing Business & Education

a. Board Housekeeping:

- i. Treasurer's Report
 - 1. No report yet as still have not closed August books with the bookkeeping transition.
- ii. CBLD EB Enrollment
 - 1. Discount if we enroll before the end of October.
 - 2. Forsythe will email Phipps to get us enrolled.

Motion made by Parrish to approve Board enrollment in a Columinate (CBLD) contract for 2026. Green seconded. No abstentions or objections. Motion carried.

- iii. Calendar Review
- iv. Roster update
- v. Columinate Education Opportunity:
 - 1. October 14, 2025 - Finance Training
 - 2. October 18, 2025 - Board Foundation (CBL)
 - 3. October 26, 2025 - Board Presidents' Roundtable
 - 4. October 30, 2025 - Interpersonal Communication
- vi. Training re-caps

5. Policy Compliance

a. GM Executive Limitations:

- i. B1 - Financial Condition (moved from September Meeting)
 - 1. Balance Sheet
 - 2. P&L Q2
 - 3. Notes

Motion made by Kuitunen to approve the B1 Financial Condition reports as presented with proposed changes to be reviewed at a later time. Parrish seconded. No abstentions or objections. Motion carried.

- ii. B7 - Communication to the Board

Motion made by Forsythe to approve the B7 report as presented with proposed changes to be reviewed at a later time. Leonard seconded. No abstentions or objections. Motion carried.

b. Board Self-Monitoring

- i. C5 - Directors Code of Conduct (review updates discussed at last meeting)
 1. Tabled until October Meeting.
- ii. C9 - Board Member Succession
 1. Will review for any improvement at the Fall Retreat.

Motion made by Kuitunen to approve the C9 report as presented with proposed changes to be reviewed at a later time. Nystrom seconded. No abstentions or objections. Motion carried.

6. Business Update

- a. Monthly Sales Chart
- b. Store Happenings

7. Re-Cap Decisions and Duties

8. Adjourn

Meeting adjourned at 7:08 p.m.

9. Next Meeting Dates

- Thursday, October 23, 2025
- Saturday, November 15, 2025 - Board Retreat
- Tuesday, November 18, 2025

Respectfully submitted,

Jenna Kuitunen
Board Secretary
October 23, 2025