



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.

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- 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**

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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