



## Natural Harvest Board Meeting

### Regular Meeting Minutes

Natural Harvest Community Room

Thursday October 23, 2025

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

Board Members Absent Noel Cordero and Christina Forsythe.

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 9-25-25 Board Meeting Minutes
- b. September New Owners

*Motion made by Kuitunen to approve Consent Agenda Items as presented. Parrish seconded. No abstentions or objections. Motion carried.*

#### 3. Committee Reports

- a. GM Evaluation
  - i. Did not meet.
  - ii. Updating old GM Complaint policy draft attached
  - iii. Will meet in November to discuss GM contract renewal.

*Motion made by Parrish to approve the updated GM Complaint Policy. Leonard seconded. No abstentions or objections. Motion carried.*

#### b. Education

- i. Did not meet.

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- ii. Emailed Molly and will meet with her to go over materials prior to the Fall Retreat.
- iii. Molly will forward some articles and a survey for us to review and complete prior to the Retreat.

**c. Perpetuation**

**i. Board Perpetuation Video**

- 1. Will present to the membership via in-store media and/or email link to private YouTube accounts.
- 2. Considerations – time, in-store location/technology, combined video or separate videos.
- 3. Drop into a OneDrive folder in Perpetuation Committee.
- 4. Provide to Mike within the next week.
- 5. Mike will let us know preferred file type.
- 6. Been working to put together a Perpetuation Calendar – will discuss at Retreat.

**4. New -Continuing Business & Education**

**a. Board Housekeeping:**

- i. **Treasurer's Report**
- ii. **Calendar Review**
- iii. **Board member contact list**
- iv. **Education opportunities:**
  - 1. Board Presidents' roundtable – Oct. 26
  - 2. Interpersonal communication – Oct. 30 & Nov 6
- v. **Training re -cap**

**5. Policy Compliance**

**a. GM Executive Limitations :**

- i. **B8 – Board Logistical Support**

*Motion made by Green to approve the B 8 Financial Condition reports as presented . Nystrom seconded. No abstentions or objections. Motion carried.*

**b. Board Self-Monitoring**

- i. **C5 - Directors Code of Conduct (review updates discussed at August meeting) .**

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1. Combines the C5 and language in the board application.
2. Tabled until November Meeting, Edie will send for the review.
- ii. C6 – Officer's Roles
- iii. D4 – Monitoring GM Performance

*Motion made by Kuitunen to approve the Board Self-Monitoring Reports C6 and D4 as presented with proposed changes to be reviewed at a later time. Leonard 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 6:53 p.m.*

Closed Session – GM Contract Process Review

9. Next Meeting Dates
  - Saturday, November 15, 2025 - Board Retreat
  - Tuesday, November 18, 2025

Respectfully submitted,

Jenna Kuitunen  
Board Secretary  
November 18, 2025