



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 Report s 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