



Natural Harvest Board Meeting
Regular Meeting Minutes
Natural Harvest Conference Room
Thursday March 26, 2026

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

Board Members Absent: Mike Nystrom.

Staff Present: Briana Sterle (GM).

*Remote Attendee

I. Call Meeting to Order

Board President Carr called the meeting to order at 5:38 p.m.

2. Consent Agenda Items

- a. **Approve 2-26-26 Board Meeting Minutes**
- b. **Approve 2-26-26 Closed Session Meeting Minutes**
- c. **February New Owners**
- d. **Owner Termination – added to the Consent Agenda**

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

3. Committee Reports – discussed updated charters and responsibilities

a. GM Engagement & Evaluation

- i. Sent GM Monitoring Report to the rest of the committee.
- ii. New GM Contract signed.

b. Board Development

- i. Reviewed new board member orientation plan.
 1. Multiple new members – normal group orientation
 2. Single appointees – meet with the committee one-on-one

c. Member Relations

- i. Did get one late application – will take the approach of appointing
- ii. Will be a ballot with only one candidate.
- iii. There are still 3 people that had some interest that could be appointed.
- iv. The Committee will reach out to those individuals and have them complete an application.
- v. Will be something put out in the newsletter being issued soon.

4. New-Continuing Business & Education

a. Board Housekeeping:

- i. **Treasurer's Report**
- ii. **Calendar Review**
 1. Parrish updated the calendar to include file review for committees.
- iii. **Retreat data review – Board survey results**
 1. Reviewed priorities
 - a. Activities are currently on the calendar
 - i. Board recruitment
 - ii. Board development training
 - iii. GM Succession Planning
 - b. How to measure success – review regularly
 - c. Visioning/Owner outreach - potential fall retreat topic
- iv. **In-store charges**
 1. Use if there is a balance on your account.

b. Annual Meeting planning & Finalization

- i. **Checklist review**
- ii. **Election process**
 1. Member Relations committee will work with Laura on ballots
 2. Appointments
 - a. Would need to appoint after the meeting in case of write-in candidates.
 - b. Will contact them to let them know when the annual meeting is and to encourage attendance.
 - c. Set a deadline for applications.
 - d. May need to reschedule orientation from May 7 to May 14.
 3. Adjust the annual meeting process
 - a. Possible retreat topic
 - b. Survey topic – feedback form/responses

- iii. **Upcoming Education opportunities:**
 - 1. Board Leadership – 4/19/26
 - 2. Financial Training for Directors - (4-part series) 4/21/26 - 5/19/26
- iv. **Training/education re-cap – anyone**
 - 1. No updates.

5. Policy Compliance

a. GM Executive Limitations:

- i. **Ends #1-4**

Motion made by Parrish to approve the Ends Monitoring report as presented. Green seconded. No abstentions or objections. Motion carried.

b. Board Self-Monitoring

- i. **C2 – The Board’s Job**
- ii. **D – Global Board/Management Connection**

Motion made by Leonard to approve the C2 policy as updated, and D policy as presented. Forsythe seconded. No abstentions or objections. Motion carried.

6. Business Update

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

7. Re-Cap Decisions and Duties

- a. Member Relations committee will:
 - i. Work with the Marketing Manager on the ballots for the Annual Meeting.
 - ii. Reach out to potential candidates for a 1-year appointment to the board.
- b. Forsythe will update the survey for the Annual Meeting.
- c. Leonard will reach out to Molly Phipps to look at rescheduling the new board member orientation to May 14th.

8. Adjourn

Meeting adjourned at 7:32 p.m.

9. Next Meeting Dates

- **Annual Membership Meeting – April 30, 2026**
- **Wednesday, May 20, 2026 @ 5:30**

Respectfully submitted,

Jenna Kuitunen
Board Secretary
May 20, 2026

DRAFT