

**Open Harvest Cooperative
Board of Directors Meeting Minutes
Tuesday Feb 4th, 2025
6:30-8:00 pm, Teams Meeting**

Present	<p>Board Directors: Lynne Ireland (Vice Chair), Carla Dittman (Secretary), Sara Brubacher, Kay Walter, Jarvis Green, Rollin Metzger, Monica Snowden, Keith Dubas</p> <p>Staff Members: Amy Tabor (GM)</p> <p>Guests/Member-Owners: None</p> <p>Absent: Anna Hernoud (Chair)</p>
6:32 pm	<p>Check-in Question: The Board started the check in question to start off the meeting. Each Board Director was asked to go around the room and describe how they were feeling in three words.</p> <p>Each Board Director responded.</p>
6:37 pm	<p>Welcome reading of our land acknowledgement: The Board Vice Chair called the meeting to order, welcomed Directors, and Staff. The Board Secretary read the land acknowledgement to start the meeting.</p>
6:36 pm	<p>CONSENSUS ITEMS:</p> <ol style="list-style-type: none"> 1. January Minutes. 2. February Agenda 3. Wilcox- Equity Redemption Request 4. Saville- Equity Redemption Request <p>The Board Vice Chair asked for approval of the January minutes, The Chair asked for any questions or concerns. The Board approved the December minutes with no concerns.</p>

	<p>The Vice Chair then asked for approval of the February Agenda. The Board approved, with no concerns.</p> <p>The Vice Chair then asked for approval of both equity redemption requests. The Board approved, with no concerns.</p>
<p>6:45 pm</p>	<p>General Manager Report:</p> <p><u>GM Update</u></p> <p>GM provided an update on her recent reflection of the last year. GM reports a new program that was finalized in store regarding partnering with residential communities. GM reports on the last month's sales, and recapped how successful it was with internal promotions.</p> <p><u>Board Financial Dashboard</u></p> <p>The GM shared a financial report from December including sales, margin, labor, liquidity and debt service metrics.</p> <p><u>Ownership and Abandoned Equity Report</u></p> <p>GM reported on December's ownership and abandoned equity report.</p>
<p>7:17 pm</p>	<p>General Manager Report Consensus Items:</p> <p><u>L1- (2Q) Financial Condition and Activities</u></p> <p>GM reports that the L1 report is asserting compliance with all parts except 1.1, but reports there is a plan for that.</p> <p>The Board Vice Chair asked for approval of the L1- (2Q) report and the board approved with no concerns.</p>
<p>7:25 pm</p>	<p>Annual Trends Review: The Board Vice Chair called directors to share Grocery Industry, Consumer and Product Trends highlights from NCG Trends Report.</p> <p>Each Director shared highlights on what they read in the NCG Trends Report.</p>

<p>7:52 pm</p>	<p>Board Retreat Planning - April 5th</p> <p>The Board Vice Chair shared a little insight on what the planning stages look like for the upcoming Board Retreat, and asked all directors to bring thoughts to the retreat to ensure success to support the GM and the store.</p>
<p>7:54 pm</p>	<p>CCMA May 29-31, 2025</p> <p>The Board Vice Chair reports that the CCMA scholarship requests are due by March 14th.</p>
<p>7:56 pm</p>	<p>Committee Reports.</p> <p>Capital Campaign Committee: Committee discussed continued planning for this year being the 50th anniversary.</p> <p>Annual Meeting Committee:</p> <p>Discussed the continued planning for the annual meeting and catering details.</p> <p>Board Ops Committee:</p> <p>The committee shared that there was no report for the Board OPS.</p> <p>Finance Committee: Did not meet, will meet in February.</p> <p>DEI Committee: Committee proposed a charter for a name change and new charter.</p> <p>The Board Vice Chair asked for approval of the charter and name change and The Board Approved with no concerns.</p>
<p>8:07 pm</p>	<p>Adjourn</p>