



**Member Action Committee (MAC) Meeting--Agenda**

*February 10, 2016 from 6-8pm*

Co-op Community Kitchen in **Eureka**

**Facilitator:** Jeremy Cotton

**Outcomes:**

- Approval of draft minutes from January MAC meeting
- Agreements for MAC meeting: agenda items; roles and responsibilities; charted items; March meeting
- Agreement for next step on Co-op Access Program.
- Agreement for next step on volunteer opportunities proposals
- Agreement for next step on Annual Membership Meeting

**Attachments:** 1. Approved MAC Charter 2. Draft MAC minutes from January 13 meeting; 3. Interim General Manager feedback email  
4. Co-op Access Program status update; 5. CR meeting feedback; 6. Volunteer Program proposal status update;

What	How	Who	When
<b>Welcome</b>	- Share pertinent housekeeping (bathroom location, etc.) - Introductions - Give overview of decision making process by consensus	- Jeremy - All	6:00 -- 6:10
<b>Member Comments</b>	- Members can share topics that are not already on the agenda	- Anyone	6:10 – 6:20
<b>Review</b>	- Review proposed outcomes for the meeting - Check for additions or changes to the agenda, especially considering topics brought forth during Member Comments - Review any recommendations from February board meeting - Ask for consensus on approval of the minutes from January - Review Interim General Manager feedback email and compile questions	- Jeremy	6:20 – 6:30
<b>CAP</b>	- Review Co-op Access Program status update - Agreement on next steps for proposal	- All	6:30 – 6:50
<b>Member Handbook</b>	- Update on recyclability of handbook	- All	6:50 -7:00
<b>Member Outreach/Involvement</b>	- Review volunteer opportunities proposal(s) - Agreement on next steps for proposal	- All	7:00 – 7:10
<b>Annual Membership Meeting</b>	- Discuss meeting theme, format, venue, etc. - Agreement on next steps for meeting	- All	7:10 – 7:40
<b>Next Agenda</b>	- Review potential agenda items generated during meeting and ask for additional agenda items - Prioritize agenda items - Ask for agreement on agenda items for March	- Jeremy	7:40 – 7:45
<b>Roles &amp; Responsibilities</b>	- Call for a facilitator for March meeting, and ask for consensus - Call for a reporter for March Board meeting, and ask for consensus	- Jeremy	7:45 – 7:50
<b>Agreements</b>	- Review consensus and decision making items, including any recommendations to the board - Ask for consensus on agreements, as charted, for inclusion in the minutes for the meeting - Agreement on March MAC meeting date	- Jeremy	7:50 – 7:55
<b>Check In</b>	- Ask for feedback on meeting process for next time - Around the room, closing comments	- Cheri - All	7:55 – 8:00

**Next MAC Meeting:** Proposed: **Wednesday, March 9**, 6-8pm - Co-op's Community Kitchen in Arcata

Floating items: Bylaw revisions; Adherence to current Bylaws and Administrative Code; Examine Board's role and function vs that of General Manager; Opportunities for member participation should be more available and encouraged; Packaging; Membership drive