



**Policies & Procedures Committee Agenda**  
**November 16, 2016 – 4:00 to 6:00pm**  
 At: Ten Pin Conference Room, 793 K Street, Arcata, CA

Attachments: Amended purchase policy draft, single-person membership policy draft, proposed amendment to BPM regarding officer selection, draft PPC minutes October, current hot list

Item	Who	Pages	Minutes	Time
1. Welcome/ Introductions/Agenda Review and Additions	Colin		10	4:00
2. Approve October, 2016 minutes	All		5	4:10
3. Board Meeting follow-up: review any items that were recommended from previous Board Meeting – <ul style="list-style-type: none"> <li>• Policy Manual Updates on website</li> </ul>	All		15	4:15
4. Purchasing Policy discussion continue: <ul style="list-style-type: none"> <li>• Review amended Policy (included in packets)</li> <li>• Schedule Presentation by “How Good”?</li> </ul>	Colin All		35	4:40
5. Discuss proposed single-person membership policy	All		15	4:55
6. Review proposed amendment to BPM regarding officer selection	All		15	5:10
7. Review hotlist Board Policy Manual items	All		30	5:40
8. Discuss agenda items for next meeting	All		10	5:50
9. Review next meeting schedule: December 21, 4pm	All		5	5:55

**Meeting Ground Rules\***

(\*Note: All members or other participants must agree to follow these basic meeting guidelines)

- Raise hand to be recognized to speak
- Share the floor – balance participation
- Stay on track and speak to the point
- Clearly and concisely articulate interests
- Be curious about different opinions
- Treat everyone with respect
- Aim for win-win solutions

**Mission**

North Coast Co-op is a member-owned organization guided by the cooperative principles. As a leader in our community we emphasize a diverse selection of products while engaging members through consumer education, community building, and environmental responsibility.

**Co-op Definition**

A cooperative is an autonomous association of persons united voluntarily to meet their common economic, social and cultural needs and aspirations through a jointly-owned and democratically controlled enterprise.

**Values**

Cooperatives are based on the values of self-help, self-responsibility, democracy, equality, equity, and solidarity. In the tradition of their founders, cooperative members believe in the ethical values of honesty, openness, social responsibility, and caring for others.