North Coast Co-op
Policies & Procedures Committee Agenda
June 10th, 2015 - 5:30 to 7:30 PM
At: Ten Pin Conference Room, Arcata, CA

Item	Who	Minutes	Time
Welcome	All	5	5:30 - 5:35
Introductions	All	5	5:35 - 5:40
Review HOT LIST!	All	15	5:40 – 5:55
• Administrative Code format • Administrative Code – update with approved policies (board correspondence, election policies, executive committees and charters, board meeting packet availability, shares, etc.) • Potential policies for Administrative Code – draft potential policies for board approval (newsletter, how members can join committees, maintaining membership, facilitator)	All	55	5:55-6:50
Discuss Agenda Items for Next Meeting	All	20	6:50 - 7:10
Set Next Meeting July8th 5:30 pm to 7:30 pm	All		7:10 - 7:20

Meeting Adjourns at 7:30 pm

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, co-operative members believe in the ethical values of honesty, openness, social responsibility, and caring for others.