



## Policies & Procedures Committee Agenda

August 12, 2015 - 4:30 to 6:30 PM

At: Ten Pin Conference Room, Arcata, CA

Item	Who	Minutes	Time
Welcome/ Introductions/Agenda Review and Additions	All	10	4:30 - 4:40
Approve July 8 2015 minutes	All	5	4:40 - 4:45
Board Meeting follow-up: review any items that were recommended from previous Board Meeting	All	5	4:45 - 4:50
Member Vote Policy	All	10	4:55 - 5:05
Continue reviewing approved policies on page 3: Fair Share, Officer Nomination Process, Executive Committees, Elections, and Shares	All	15	5:05 - 5:20
Potential policies for Board Policy Manual – draft potential policies for board approval: <ul style="list-style-type: none"> <li>• Review Board Linkages Policy – p. 4</li> <li>• Newsletter policy – p. 5</li> <li>• Committee membership</li> <li>• Facilitator</li> </ul>	All	40	5:20 - 6:00
Review rearranged draft Board Policy Manual	All	15	6:00 - 6:15
Discuss Agenda Items for Next Meeting	All	10	6:15 - 6:25
Set meeting times for next three months	All	5	6:25 - 6:30

**Meeting Adjourns at 6:30 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, cooperative members believe in the ethical values of honesty, openness, social responsibility, and caring for others.