



**Policies & Procedures Committee Agenda**  
**September 9, 2015 – 3:00 to 5:00PM**  
 At: Ten Pin Conference Room, Arcata, CA

<u>Item</u>	<u>Who</u>	<u>Minutes</u>	<u>Time</u>
1. Welcome/ Introductions/Agenda Review and Additions	All	10	3:00
2. Approve Aug 12 2015 minutes	All	5	3:10
3. Board Meeting follow-up: review any items that were recommended from previous Board Meeting	All	5	3:15
4. Therese Tuttle Fair Share definition		15	3:20
5. Continue reviewing approved policies: Review changes to Code of Ethics, Fair Share, Officer	All	30	3:35
6. Potential policies for Board Policy Manual – draft potential policies for board approval: <ul style="list-style-type: none"> <li>• Review Board Linkages Policy - attached</li> <li>• Newsletter policy - attached</li> <li>• Committee membership</li> <li>• Review Facilitator</li> </ul>	All	30	4:05
7. Review rearranged draft Board Policy Manual	All	5	4:35
8. Discuss Agenda Items for Next Meeting	All	10	4:40
9. Set meeting times for next three months	All	5	4:50

**Meeting Adjourns at 5:00 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.