



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

Item	Who	Minutes	Time
1. Welcome/ Introductions/Agenda Review and Additions	All	10	3:00
2. Approve November 11 2015 minutes	All	5	3:10
3. Board Meeting follow-up: review any items that were recommended from previous Board Meeting	All	10	3:15
4. Review draft Code of Ethics/Conduct	All	20	3:25
5. Continue reviewing approved policies: Election requirements for candidates and Shares	All	30	3:45
6. Agreement on next steps for Bylaw Section 3.02/2.02 revised language and new Bylaw section 3.03	All	5	4:15
7. Review proposed newsletter policy or other new business	All	20	4:20
8. Discuss Agenda Items for Next Meeting	All	10	4:40
9. Reaffirm meeting day 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, cooperative members believe in the ethical values of honesty, openness, social responsibility, and caring for others.