



**Upper Columbia Co-op Council  
Board of Directors' Meeting  
September 25, 2013  
Minutes**

**In Attendance:** Andrew Jarrett, Corky Evans, Laureen Barker, Jocelyn Carver, Catherine Fisher, Zoë Creighton, Prudence Elise –Breton

**Absent Due to Technology Glitch:** Cindy Corrigan, Aron Burke

**Regrets:** Keitha Patton, **Recorder:** Zoë Creighton

Meeting called to order at 12:40 PM

**1. Review of Agenda**

Add a general introduction by members for the benefit of Prudence

**M/S/C** That the agenda be accepted as amended

**2. Review of previous minutes/ action items**

Zoe will revise the way the actions are incorporated into the minutes next month.

**M/S/C** That the minutes be accepted as distributed.

**Actions arising from this meeting:**

- **Zoe and Jocelyn** will discuss potential confluences between eldercare project and Nelson Commons
- **Zoe, Andrew and Laureen** work up a more comprehensive request for training and education support for UCCC and its members to the credit unions.
- **Laureen and Jocelyn** will contact new Board Members to arrange an October Orientation.
- **Zoe** get back to Cindy Re: mileage/ travel expenses for Board members.
- **Zoe** will pursue listserv and online resource-sharing as a project this year.
- **Andrew and Zoe** will discuss training strategy.
- **Catherine and Zoe** will work together on researching potential project funders.
- **Zoe** will ask **Aron** to make co-op week flyer—including a map of venues
- **Catherine** will confirm all co-op week event dates by Monday Sept 30.
- **Zoe/ Terry/ Catherine** will coordinate co-op week on air promos on KCR
- **Zoe** will send Prudence all of the initial Board orientation materials.
- **Zoe** will try again to find a regular meeting time that works for all Directors
- **Zoe** will poll Directors about 2 strategic planning session in November
- **Andrew/Zoe** to develop the member survey for planning, and session content and format.
- **Aron** will promote next breakfast meeting- October 8<sup>th</sup>

**Actions carried forward (incomplete) from June meeting**

- **Andrew/ Policy Committee** will compile approved policies into one document/ manual and distribute to Board members.
- **Aron/ PR Committee** will prepare a newsletter for distribution
- **Aron** will follow up with Columbia Valley Credit Union (**confirm with Aron**)
- **Recruitment Ctte** will prepare and conduct a Board orientation for new members
- **Jocelyn** will bring brief (10 min) generative thought input for October meeting.
- **Zoë** will research potential speakers for Co-op Week on discussed themes.
- **Zoë** will talk to BCCA/ CCA about developing/ accessing an online co-op listserv. **IN PROCESS**

### 3. Coordinator's Report

Zoë outlined highlights of her distributed report, and entertained questions.

- BCCA Eldercare project—please keep in mind potential projects;
- November Training—Zoe invited feedback on the benefit of this training for UCCC members—it was agreed that the day should be changed to a weekday. Suggested topics: Governance/ Risk Management for Credit Unions. Fundraising.
- Training priority – the ask to credit unions for UCCC training support was discussed, and it was suggested that a more comprehensive training support request come from the Board.
- Tabled to Next Agenda—board member/coordinator presentations to members and non-members.

### 4. Current Priorities

#### a. Board Orientation

Laureen and Jocelyn will contact new Board Members to arrange an October Orientation.

#### b. Policy

##### Travel Expenses

The current policy is in place for funded projects, in which there is a budget line item for travel.

It is unrealistic that we pay a mileage expense for Directors travel, although the Board would like to when we can afford it. Currently, the travel expenses for Board members are paid by their member CU/ Co-op.

Unfortunately there was a conference call glitch at this meeting, but the Board remains committed to encouraging full participation by non-Nelson Board members while keeping costs to a minimum.

Andrew circulated a priority list for policy development, which we will discuss at the October meeting.

#### c. Appointment of Secretary

**Tabled** to December- Andrew will record in December.

Zoe and Jocelyn agreed to record meeting minutes until then.

**M/S** Jocelyn/ Corky

To accept Andrew Jarrett's resignation from the Board. **CARRIED.**

Directors expressed enormous thanks for Andrew's pioneering work on the Board, and gratitude that he will continue on in non-voting capacities.

**M/S** Laureen/ Catherine

To appoint Prudence Elise-Breton to the Board. **CARRIED.**

The group welcomed Prudence, who is the new Executive Coordinator of the KBCSC, and will represent that co-op on the Board.

**M/S** Corky/ Laureen

To reappoint Andrew Jarrett as a non Board Member Treasurer. **CARRIED.**

#### d. Generative Idea Discussion

**Tabled** until October

#### e. Discussion on resource-sharing systems?

Re: Listserv & co-op resource repository. A discussion took place around the benefits of developing an online discussion forum for co-operators.

**Zoe** will pursue listserv and online resource-sharing as a project this year.

**f. Training Strategy**

Andrew and Zoe will discuss.

**g. Diversify Funding Sources**

Further discussion TABLED for October meeting

**Catherine and Zoe** will work together on researching potential project funders.

**h. Co-op Week Plans and Promotions**

A discussion took place around UCCC's coordination of Co-op Week events.

Carshare event—Bruce Gardave following it up—Saturday?

**Catherine** will confirm all event dates by Monday Sept 30.

Bakery talk—Thursday the 17<sup>th</sup>; Zoe will get in touch with Kris LeDrew and will get back to Catherine

**Zoe** will ask Aron to make co-op week flyer—including a map of venues

**KCR** would like to promote all of these events. Have a guest on the morning shows

**i. Breakfast meeting**

Next one- October 8<sup>th</sup>—Aron will promote.

**6. Questions from new Board members.** None

**Zoe** will send Prudence all of the initial Board orientation materials.

**Zoe** will try again to find a regular meeting time that works for all Directors

**Zoe** will poll Directors about 2 strategic planning session in November

**Andrew/Zoe** to develop the member survey for planning, and session content and format.

**For October meeting:**

- Presentations to members
- New revenue streams
- Generative ideas discussion

Meeting Adjourned at 2:33 PM.