



**Upper Columbia Co-op Council  
Board of Directors' Meeting  
October 29, 2013  
Minutes**

**In Attendance:** Andrew Jarrett, Corky Evans, Laureen Barker, Jocelyn Carver, Catherine Fisher, Zoë Creighton, Prudence-Elise Breton, Cindy Corrigan ( by phone ) , Aron Burke, Catherine Fisher

**Recorder:** Zoë Creighton

**Guests:** Kevin Harding- Co-op Development Officer at BCCA; Marion Hunter- Community First Health Co-op Rep.

Meeting called to order at 3:05 PM

**1. Review of Agenda**

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

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

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

**Actions from this meeting:**

**Cindy Corrigan** will confirm a place for UCCC on the Agenda of the Spring Peer Group meeting.

**Aron and Zoe** will draft a UCCC presentation to travel around. They will meet in November to discuss.

**Corky** offered to approach Woodland Housing Co-op when the presentation is ready.

**Corky** will call a meeting for UCCC's credit union representatives to discuss potential ask to Peer Group

**Zoe and Prudence** will meet next week to plan the strategic planning sessions.

**Andrew** will amend Conflict of Interest Policy and bring back to a future board meeting.

**Andrew** will send around policy development priorities document digitally.

**Actions carried forward (incomplete) from September meeting:**

- **Zoe, Andrew and Laureen** work up a more comprehensive request for training and education support for UCCC and its members to the credit unions. *In progress – November priority.*
- **Andrew and Zoe** will discuss training strategy. *In process*
- **Catherine and Zoe** will work together on researching potential project funders. **November priority**
- **Aron/ PR Committee** will prepare a newsletter for distribution. *In process*
- **Aron** will follow up with Columbia Valley Credit Union. *In process, Zoe and Aron will talk*
- **Recruitment Ctte** will prepare and conduct a Board orientation for new members. **In progress.**

**3. Coordinator's Report**

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

Kevin Harding provided an overview of BCCA's current priorities and programmes.

- Eldercare project "Caring Co-operatively" – Zoe and Kevin met with 8 local folks this morning
- Food Hub Co-op Project– Zoe and Kevin met will 12 local folks this morning

- Opportunity Development Projects—in other provinces.  
He provided examples of the great work BCCA is doing!

#### **4. Current Priorities**

##### **a. Presentation to Members**

A discussion took place around the Council's need to increase member engagement and communication. The Board agreed in principle to going out to meetings of our members, and presenting info about UCCC.

- Credit Union Peer Group Meeting—March 28/29- Jocelyn and one other person will present. Cindy Corrigan will confirm a place for UCCC on the Agenda of the Spring Peer Group meeting.
- Aron and Zoe will draft a presentation to travel around. They will meet in November to discuss.
- Corky agreed to approach Woodland Housing Co-op when the presentation is ready..
- Corky agreed to call a meeting for UCCC's credit union representatives to discuss potential ask to Peer Group. (note from recorder—perhaps include GF Credit Union in this). November 27/28 would be good as Cindy will be in Nelson.

##### **b. New Revenue Strategies**

Discussion tabled to next meeting.

##### **c. Strategic Planning**

**November 18<sup>th</sup>; 3-5PM**

**November 28<sup>th</sup>; 8:30-10:30 AM; 11 am – potential credit union meeting**

Zoe and Prudence will meet next week to plan the strategic planning sessions.

##### **d. Policy – Conflict Resolution – Approve Draft**

**M/S          Catherine/ Corky          To approve the draft Conflict / Duality of Interest policy as distributed.**

Question from Keitha—what if the board decides that the conflict does not warrant the exiting of the director? Should there not be mention of the Board's onus to determine how to proceed after the disclosure

**Motion referred back to policy committee to amend**, Andrew will amend and bring back to a future board meeting.

Andrew's recommendation is that we move fwd with HR policies—Laureen and Andrew will pursue. Andrew will send around policy development priorities digitally.

##### **e. PR Committee**

Zoe and Aron will get together in the beginning of next month.

##### **f. Board Orientation report/ strategy**

- Keitha would like an overview of existing projects, and get a clear background, etc.
- Go through snappy backgrounder of all of our relationships with local agencies, etc.
- Build orientation topics into each agenda—opportunity for new directors to ask questions at the *beginning* of each meeting
- Give background info session on history of funding.
- Board roles and expectations.
- BCCA reports more in depth.
- Perhaps there could be an informal social orientation on the evening of November 27<sup>th</sup>.

##### **g. website**

**Zoe asked for board's thoughts on essential components to the website refresh.**

- links to bcca, cca, coopzone

- links to our member sites
- timely calendar

#### **h. BOD Meeting Schedules**

Zoe suggested that we move to meeting bimonthly as the Board—but ensure that there is committee work every month. It was agreed that we should try this out, to allow maximum use of scarce time by Board members and the co-ordinator.

Committees submit reports to the Board at each meeting.

The Strategic Planning session will determine any standing/ ad hoc committees.

#### **6. Questions from new Board members.**

None

#### **For October meeting:**

- Orientation—funding, bcca, projects, priorities
- New revenue streams
- Generative ideas discussion
- Bring policies x 2
- Website discussion

#### **Next meetings :**

November 18 3-5 PM and November 28 8:30-10:30 AM— Strategic planning

Next board meeting December 10, 3-5, with social event following.

**Meeting Adjourned** at 5:00 PM.