

**Upper Columbia Co-op Council
Board of Directors' Meeting
Tuesday, March 22, 2011
Minutes**

Meeting Called to order at 12:40 pm

In Attendance: Corky Evans, Andrew Jarrett, Terry Brennan, Bradley Roulston, Ben Morris, Zoë Creighton, Cynthia Olivas

Recorder: Terry

1. Adoption of Agenda

M/S/C To adopt the circulated agenda.

2. Adoption of Minutes of February 22, 2010

M/S/C That the minutes of February 22, 2010 be adopted with minor amendments (dates of minutes) as discussed.

3. Review of Actions from Previous Meetings

- Bradley will lead Board Planning Calendar. In Process.
- Bradley will email link to calendar. Done.
- Zoë will solicit AGM dates from Member Coops. Ongoing.
 - KBCSS – Sept 29
 - Heritage – April 20 in Castlegar
 - Food Co-op – September
 - Coop Radio – October
- Board will approach Credit Unions in Creston, Grand Forks, Cranbrook, East Kootenay and Kootenay Savings to see if they are interested in UCCC Membership. Zoë will draft a letter to these Credit Unions. To be complete before the end of March
 - Are Creston Herb Growers on the list? Yes, Zoë has been in touch with them. The Creston Herb Growers AGM is next weekend, and Corky is going to their AGM
 - West Kootenay Credit Unions are meeting in Nelson on April 1. Bradley is wondering if we have an info package that could be handed out. Need a friendly intro letter. Zoë will draft, and send by Sunday March 27, Corky and Bradley will sign and include their contact phone numbers. Letter to include intro, bullets, UCCC AGM date contact info, and a list of UCCC members on the back.
 - If Corky knows the CEO of Creston Credit Union, he will approach him/her. Zoë will get name.
 - Bradley will approach East Kootenay Credit Union.
 - Bradley will write a Member profile on Heritage Credit Union for newsletter. To be complete by April 3. Newsletter to be complete before our AGM.

3.a. Actions arising from this Meeting

- Zoë will, in the future, present the UCCC Coordinator's Report and BCCA Report as separate items.
- Andrew to draft an internal planning calendar.
- Bradley will resend the online co-op event calendar.
- Andrew to write an invitation to UCCC members to May 10 UCCC AGM.
- Zoë will send AGM invite via email.
- Corky will announce the UCCC AGM at the Heritage Credit Union AGM
- Zoë will make an AGM invite/ press release for the public by April 1
- Board members will speak with Co-ops to see if anyone is interested in running for the Board. (See item D in Current Priorities).
- Bradley and Andrew will lead a performance review for Zoë.
- Zoë will bring the issue of the Slokan Valley Co-op's membership fee to the April BCCA meeting.

4. Coordinator's Report.

Zoë discussed her report

Corky offered to present a Co-ops 101 Course with Community Futures.

Action: Zoë will now present the UCCC Coordinator's Report and BCCA Report as separate items.

M/S/C That the coordinator's report be accepted as presented.

5. Current Priorities

a) Board planning calendar

Comment that the Calendar that Bradley circulated could be more of a marketing tool, and that the UCCC Board needs an internal planning document.

Action: Andrew will draft an internal planning calendar. It could be posted on the UCCC website.

Action: Bradley will resend the online co-op event calendar.

b) AGM Planning. Mir Centre in Castlegar is booked for May 10, 5 – 9 pm.

Andrew has begun a draft invitation to UCCC members.

Points to include in invitation:

- Member Co-op needs to identify delegate(s)

- An invitation to do a brief presentation describing the member organisation

- Possible AGM agenda items

- Registration deadline for food numbers is April 25.

- A request to assist with the costs of the AGM.

- Explicitly invite a few people from each Co-op

A note that there will (hopefully) be some Carshare vehicles travelling from Nelson. Zoe will pursue.

Action: Andrew write an invitation to UCCC members to May 10 UCCC AGM.

Action: Zoë will send invite via email.

AGM Outline

5:30 – 6:15 Meet and Greet. Food Available

6:15 – 7:15 UCCC Member Presentations

7:15 – 7:45 JJ Verigin Speaks. Corky will introduce him.

7:45 – 8:30 UCCC Business Meeting

Discussion of recognition for JJ Verigin

M/S/C That the UCCC provide a \$100 honorarium to JJ Verigin

Action: Corky will announce the UCCC AGM at the Heritage Credit Union AGM

Suggested points for member presentations:

- Age of Co-op

- Mission

- Number of members / staff / etc

- Successes and challenges

- Activities

Bradley will begin presentations with one on NDCU.

Action: Zoë will make an AGM invite/ press release for the public by April 1

Strategic Planning Report – Andrew will present with his President's Report

c) 2011/12 Budget

M/S/C That the 2011/12 UCCC Budget be approved as circulated

d) Board Recruitment

Directors confirmed the remainder of their terms:

Bradley – one year left

Cynthia – one year left

Terry – term is up. Is interested in standing for re-election

Ben – term is up. Is interested in standing for re-election

Andrew – one year left

Corky – will continue “until it gets boring”

Action: Board members will speak with someone from the following member co-ops to see if anyone is interested in running for the Board

Bradley – Carshare and Craft Connection

Terry - Links

Cynthia - Kettle Valley Coop

Corky – Kootenay Columbia Seniors Housing Co-op

Andrew – KLEEKKA

e) Member Recruitment

Harrop-Proctor. Zoë approached them, and was told there are no funds for membership at this time.

Slocan Valley Co-op – See below

6. Other Business

a. Renewal of Zoë's contract

M/S/C. To renew Zoë's contract for 2011.

Comment that her evaluation should be complete before the contract is renewed.

Action: Bradley and Andrew will lead a performance review for Zoë.

b. Slocan Valley Co-op AGM

Corky attended their AGM. He asked them for an invitation to attend a Board meeting.

Corky reported on their AGM. The Co-op has had a large increase in vehicle gasoline sales. As

their UCCC and BCCA membership fee is based on revenue, their membership fee amount has

risen accordingly. This has created a situation where membership in the UCCC is too expensive.

Action: Zoë will bring this question to the April BCCA meeting.

c. Confirm Meeting Schedule & Location

We will continue to meet the fourth Tuesday of the month at 12:30, at KBCSC unless otherwise noted.

Upcoming Meetings:

April 26

May 24

June 21 (note - this is the third Tuesday in June)

Future Agenda Items

UCCC planning for 2012 – Year of the Coop

7. Forward Planning

a) Next meeting date. April 26, 12:30 pm.

Meeting adjourned at 2:18 pm