

**Upper Columbia Co-op Council
Board of Directors' Meeting
June 29, 2010
Minutes**

Meeting Called to order at 8:40 AM

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

Regrets: Corky Evans

ACTIONS ASSIGNED AT THIS MEETING:

1. **ACTION:** Zoe will send "Benefits to Credit Unions" doc to Bradley.
2. **ACTION:** Zoe will contact Jack from CU Central.
3. **ACTION:** Zoe will find out names of new directors on Community First Board.
4. **ACTION:** Zoe to guide Chantal in developing a training resource inventory. Annotated library of Co-op training materials.
5. **ACTION:** Andrew's Presidents Report and Bradley's CCC article due by July 5 for inclusion in Newsletter.
6. **ACTION:** Zoe, Cynthia and Bradley discuss sharing the NDCU table at monthly markets; Zoe to provide materials
7. **ACTION:** Bradley will email member boards asking for an audience at Sept mtgs.
8. **ACTION:** Zoe will work with Big Cranium on finishing touches to logo, and distribute.
9. **ACTION:** Andrew will ratify Zoe's contract after the Strategic Planning session., and will work with her to separate out operational pieces form Strat Plan.
10. **ACTION:** Zoe to send Bradley and Cynthia member info/ email list
11. **ACTION:** Bradley and Cynthia to determine PR priorities for expenditure, etc (Banner?)
12. **ACTION:** Zoe will post directory and reports on website.
13. **ACTION:** Have tagline discussion as a part of the next Breakfast Meeting.
14. **ACTION:** Ben and Bradley to encourage their businesses to get posters and pamphlets from CCA for co-op week, to share among UCCC members.

1. Adoption of Agenda

Add Co-op Week under Current Priorities.

M/S/C To adopt the agenda with addition.

2. Adoption of Minutes of April 20, 2010 and May 25, 2010

M/S/C That the minutes of April 20, 2010 and May 25, 2010 be adopted as circulated.

Followup on Actions from May 25

1. **ACTION:** Zoë will include in her monthly reports to the Board the status of paid/ unpaid members. **Done.**
2. **ACTION:** Bradley will speak further with Aron Burke of KSCU. **Initial conversation happened..**
3. **ACTION:** Zoë will ask BCCA Board/ Vancity to help strategize around member recruitment. **Ongoing**
4. **ACTION:** Zoë will look into other directors to approach on the Community First Board. **Done.**
5. **ACTION:** Zoë will distribute the powerpoint presentation and notes to those interested. **Done.**
6. **ACTION:** Directors will ponder and tell Zoe/ Bradley items they would like to get out of the conference. **Done**
7. **ACTION:** Zoe will work with BCCA youth director Chelsea Lake to publicise this camp locally, and will keep our members in the loop. **Done**
8. **ACTION:** Zoe to send around email list of members/ delegates to Board members. **Not yet Done**
9. **ACTION:** Corky to complete the Heritage form and give to Zoe. **Not yet Done**
10. **ACTION:** Andrew's Presidents Report and Bradley's CCC article due by June 20 for inclusion in Newsletter. **Not Done, now dues July 5th**
11. **ACTION:** Andrew will continue to liaise with Val re facilitation and agenda. **Done.**
12. **ACTION:** Zoe, Cynthia and Bradley discuss sharing the NDCU table at monthly markets . **Not Yet Done**
13. **ACTION:** Bradley will email member boards asking for an audience at Sept mtgs. . **Not Yet Done**
14. **ACTION:** Zoe will schedule a conference-planning meeting in June/ July. **Done.**
15. **ACTION:** Zoe will circulate an email request for nominations for President, Vice-President, Treasurer, and

Secretary. **Done**

16. **ACTION:** Zoe will work with Big Cranium on finishing touches to logo, and distribute. **Will Distribute next week.**

17. **ACTION:** Andrew will ratify Zoe's contract after the Strategic Planning session. **Not Yet Done**

18. **ACTION:** Bradley will contact Colleen Matte. **Done.**

3. Coordinator's Report

Zoë outlined highlights of her distributed report.

- Two Co-ops have not yet paid their 2009-2010 dues: Slocan Valley Co-op no longer interested, and Craft Connection
- Researcher Chantal Orr has about 60 hours remaining to dedicate to UCCC research. Zoe suggested that she research and create an annotated inventory of existing co-op training materials. The Board Agreed.
- Discussion of all attending next year's BCCA AGM in June.

4. Current Priorities

a. Strat Planning Followup- Priorities?

Need to make sure that all the discussion from the first half of the session is captured., to divide into Strat Plan and an Operational Plan.

ACTION: Andrew will look at Strat Plan and work with Zoe to tease out operational aspects.

Put on Website. Highlight Education priority in Newsletter.

b. PR/ breakfasts report

- *Cooperation before Business.* Next one on July 13, 8 am at Bakery. Proposal to regularly have it at Bakery.
- **ACTION:** Zoe to send email invite list to Cynthia.

c. Co-op Directory & reports ~ update

Zoe reported that the Directory is nearly complete.

ACTION: Zoe will post on website.

d. logo/ tag line update

Logo available tomorrow. Tagline – still need to do some thinking about.

ACTION: Have tagline discussion as a part of the next Breakfast Meeting.

e. Fall Conference-set date

Zoe and Terry will meet with Val Mayes (Wed at 11 am) to begin planning the October co-op conference. Discussion of having a Training Series rather than a Conference. Two sessions during Co-op Week. Include: how to express your coop's values among Board and staff/ volunteers; Board development; Wine and Cheese. Mix days and times of day. Agreed not to have a conference, but rather a training series.

ACTION: Ben and Bradley to encourage their businesses to get posters and pamphlets from CCA for co-op week, to share among UCCC members.

f. Newsletter Input

Zoe went over contents of newsletter.

ACTION: Bradley will write profile on Craft Connection, due July 5.

ACTION: Andrew will craft a President's report, due July 5.

g. Presentations to member Boards

Bradley is coordinating presenting to member Boards in September. He will find dates, share with rest, and arrange for UCCC Directors to present at Board meetings.

Presentation Outline: What / who is the UCCC, Strat Plan, Mission and Mandate, how the UCCC can promote Co-ops, upcoming projects, questions, incorporate board recruitment into presentations

h. Coop Week Planning

To be discussed at July meeting of available Board members.

5. Other Business

a. Motion to accept Officers.

M/S/C That the following directors be appointed as officers: Andrew - President, Bradley - Vice-President, Cynthia - Treasurer, and Terry – Secretary

b.Coordinator Contract Renewal.

ACTION: Andrew and Zoe will meet to renew coordinator contract and revised duties.

c. Fill Board Vacancy

Due to the gender imbalance on the Board, it is agreed that we should recruit another female director. Perhaps someone from outside of Nelson.

d. Signing Authority

Andrew Jarrett and Cynthia Olivas will go to the NDCU and get signing authority.

e. Future Agenda Items / Summer Tasks

Mission Statement
Fall Board meetings
Coop Week
Speakers

f. Meeting Schedule

Coop Week Planning Mtg – July 27, 9:30 am at Andrew's Office, 304, 625 Front St.
The Fall Board Meeting will be Tuesday September 14, 2010 at 8:45 am @ Co-op Space on Front St

Meeting adjourned at 10:32 am