

Upper Columbia Coop Council  
Steering Committee Meeting Minutes  
December 11<sup>th</sup>, 2008

In attendance: Robert Agnew, Zoe Creighton, Andrew Jarret, Vince Salvo (chair),  
Bradley Roulston (recorder), Deirdrie Lang

Meeting called to order at 1:30pm

- 1) Review of Agenda
  - a. Approved
- 2) Additional Items
  - a. Andrew may move his office to Nelson. This could be the new location of UCCC home-hub. Details to follow as they develop
- 3) Review of November 13<sup>th</sup> minutes
  - a. Approved
- 4) Review of Action Items for November 13<sup>th</sup>, 2008
  - a. Action: Andrew to ask Tom Atkins to join UCCC – representation for Credit Unions. Tom declined invitation however, is asking Nelson & District Credit Union management for alternative. Tom should inform UCCC by Dec. 19<sup>th</sup>, 2008
  - b. Action: Zoe to gather statistics on much cooperative hoave on the regional economy. Ongoing
  - c. Action: Zoe will circulate digial copies of MOA and Rules to Members. Done
  - d. Action: Zoe to write memo to Andrew requesting refund of Robert dues to create paper trail. Done
  - e. Action: Website development. Zoe to re-establish contract with Our Fernie and Andrew will pursue his personal contract. Cost estimates will be developed for decision. Done
  - f. Action: Zoe will send copy of BCCA strategic plan to Committee members. Done
  - g. Action: Vince will continue to attempt to get FCL courses available through BCCA and, or UCCC. Done
  - h. Action: Zoe will work with Robert to draft a 1 pager describing the process that will be used in responding to requests for assistance from developing coops. Done
  - i. Action: Andrew to continue Recruitment of Credit Union Membership. Done
  - j. Action: Vince to continue working on Heritage Credit Union Membership. Ongoing
  - k. Action: Zoe to talk with Helen Lutz and awith Andrew to explore possibility of using space at Community First. Ongoing. Space is

available however Community First also looking for new renters which could change availability for UCCC

- l. Action: Zoe to establish (in conjunction with all) a calendar to events for UCCC – first one to be in late January. Done
- m. Action: Zoe will develop a short questionnaire for members and local coops asking for input on issues of concerns and requesting feedback on willingness to meet) attend UCCC functions. Done. Best to both scan & email as well as mail to members asking them to mail or fax back.
- n. Action: All members to recruit potential board members. Ongoing
- o. Action: Zoe to send out notices to members with Invoices for Share and statement of financial status (credit balance or dues owing). Notice will be tied to event in late January. Done by BCCA
- p. Action: Deirdre and Andrew would set up account and NDCU. Unable to in December without full incorporation documents. Deirdre to drop off incorporation booklet at NDCU and will later sign to open new account

#### 5) Coordinator Report

- a. BCCA – concern of Carol.
  - i. \$10 per share
    1. Coops joining UCCC could cancel and refund their UCCC shares (which they initially bought when first joining) for only \$10 and maintain full benefits of BCCA.
    2. Robert stated that these initial shares should be kept in a separate account – and why would this be a problem in BCCA cash-flow if returned.
    3. Likelihood of coop noticing this loop-hole and to implement is slim (though potential is present).
    4. The only case would be Nelson & District Credit Union – is there a way of structuring an exception? BCCA is looking into grandfathering policy.
    5. Worse case scenario would be for Nelson & District Credit Union to receive their initial share of \$2,500. (if NDCU notices and requests repayment).
    6. Would UCCC be able to alter our rules through a memorandum.
    7. BCCA is further concerned that UCCC is a role-model for other regional coops and wants to insure that even these slight complications are ironed out
    8. Zoe to ask BCCA for recommendation
  - ii. Not enough share Capital
    1. Does UCCC have enough to continue?
    2. UCCC believes so, however, increasing new membership is vital
  - iii. Invoicing
    1. Should UCCC change invoicing date to coincide with BCCA. UCCC is June 30<sup>th</sup>, BCCA is March 31<sup>st</sup>

2. Zoe to look into ease of change. Change likely to happen at AGM
    - b. BCICS Invitation
      - i. Robert to attend and will forward outline of his presentation to UCCC council and will debrief conference at January 15<sup>th</sup>, 2009 UCCC meeting.
      - ii. BCCA will cover up to \$800 in expenses
      - iii. Robert to email potential questions to UCCC board prior to his presentation
    - c. 2009 Calendar
      - i. Zoe has included outline for 2009 year, including UCCC first event on February 6<sup>th</sup>.
- 6) Current Priorities
  - a. BCICS Event - who will go (Robert)
  - b. Progress on Heritage Credit Union (Vince to follow up)
  - c. Council Presentation (Bradley to reschedule for March)
  - d. KBRRRC, CBT Update
    - i. UCCC agreement with CBT for social service development
    - ii. \$200,000 per year for UCCC under umbrella
  - e. Website Content
    - i. Initial pages should be up
    - ii. Lined to BCCA, should look similar for consistency
    - iii. Sub-site of BCCA
    - iv. Mid February 2009 for initial content
    - v. Discuss updates at January 15<sup>th</sup> meeting
- 7) Strategic Plan Check-in
  - a. Move April event to May to coincide with May 1<sup>st</sup> AGM
  - b. Continue focus on establishing UCCC hub in Nelson
  - c. Extend publicity of UCCC and events in outside of Nelson communities (I.e. Castlegar, etc)
- 8) Forward Planning
  - a. February 6<sup>th</sup> event
    - i. Use this event to build up for May 1<sup>st</sup> – first AGM
    - ii. Zoe to see if Bob Williams to speak
    - iii. Dierdre to speak on why Coop County Store won 2008 Chamber of Commerce Business of the Year award
    - iv. Start publicizing event
    - v. Likely 2 speakers – 30 minutes each. Potential panel. Potential breakout session.
    - vi. Theme of promoting existing coop success and encouraging new coops to start and join UCCC.
    - vii. Focus theme further on knowledge and ability to share
    - viii. Have coop mentors present to promote active helpful discussions

- ix. Title for event – I.e. What is your coop doing in light of the new economy. Or How coops best weather economic downturn
  - x. Existing members asked to bring prospective new members
  - xi. Bradley can also give comments on his volunteer trip to Peru and Bolivia learning from their coop set-ups
  - xii. Bradley can also give comments on the importance coops in Nelson on an economic standpoint (council presentation)
  - xiii. Possibility of Grandview Home representative to talk
  - xiv. Bradley & Zoe to produce invite list
    - 1. MLA
    - 2. Alex Alemenenko
    - 3. Town Council
    - 4. Regional District
- b. Future Agenda Items
- i. Register for GST
    - 1. Wait to apply until we need to. Andrew to look into
  - ii. Interns
    - 1. BCCA to apply for up to 30 students
    - 2. Interns for up to 6 weeks
    - 3. Federal government for half of wage
    - 4. Can UCCC share intern with Andrew?
    - 5. Intern could be quite helpful for coop week
  - iii. BCCA current \$7500 may stop
  - iv. Jamie Donaldson looking into ISK offering coop course
  - v. Nakusp
    - 1. CDI Can only support half of Roberts time
    - 2. CDI has small budget
    - 3. How can UCCC support more? What can we realistically do?
    - 4. Zoe to email CDI lobbying info

#### Action items for Jan 15<sup>th</sup>, 2009 Meeting

- 1) Andrew to check in with Tom Atkins and Nelson District Credit Union for Credit Union representation
- 2) Zoe to ask BCCA for recommendation for \$10 share issue
- 3) Bradley to speak at Nelson Town Council meeting on January 26<sup>th</sup>, 2009. Janet (town council) was on holidays from mid December 2008 until January 6<sup>th</sup>. She called and said that council for January date is full. Next possible date for March. Bradley will confirm.
- 4) Zoe to see if Bob Williams to speak at February 6<sup>th</sup> event
- 5) Zoe (or representative from UCCC) to ask Grandview Homes to talk at February 6<sup>th</sup> event
- 6) Bradley and Zoe to start publicity for February 6<sup>th</sup> event
- 7) Zoe to check in with Nakusp Hot Spring potential coop for possible joining of

UCCC

- 8) Zoe to give update on website development
- 9) Zoe to look into possible invoicing change date to coincide with BCCA
- 10) Zoe to email UCCC council CDI lobbying information
- 11) Discuss possibility of regulating UCCC meeting (I.e. 3<sup>rd</sup> Thursday of every month)

Next Meeting Date set for January 15<sup>th</sup>, 2009. 1:30pm at BCEG office on Vernon St, Nelson