

## UCCC Board Draft Meeting Minutes

**Tuesday, April 1, 2014 at Kootenay Boundary Community Services Co-operative**

**Present were:**

**Directors:** Corky Evans (Heritage CU), Keitha Patton (Links Housing Co-op), Prudence-Elise Breton (Kootenay Boundary Community Services Co-op), Cindy Corrigan – by phone (East Kootenay Credit Union), Aron Burke (Kootenay Savings CU), Laureen Barker (Kootenay Carshare Co-op), Catherine Fisher (Kootenay Co-op Radio)

**Regrets:** Jocelyn Carver (Kootenay Country Store Co-op),

**Others:** Zoe Creighton (Coordinator, BCCA Director), Andrew Jarrett (Secretary-Treasurer)

Item	Discussion	Outcome
1. Opening of Meeting	At 3:02 p.m.	Opened by chair, Laureen Barker
2. Review of Agenda	Additions: <ul style="list-style-type: none"> <li>• Need for new treasurer</li> <li>• Quebec Summit in November</li> </ul>	Noted Revisions M/S/C
3. Generative Ideas	Prudence presented a list of ideas for future discussion: <ul style="list-style-type: none"> <li>• Housing Co-ops</li> <li>• Specific model of Housing Co-op in Quebec</li> <li>• Multi-stakeholder Co-ops</li> <li>• Example: Ecotourism Co-op</li> <li>• Nicaragua Cocoa Co-op</li> </ul> Group agreed that this would be a good start; relates to recent change in federal subsidies for co-op housing and questions of equity and inability to remortgage co-op housing.	Prudence will prepare something on Housing Co-ops for next meeting
4. Review of Previous Minutes/ Action items	a) <b>Aron and Zoë</b> re presentations to member boards → done or in development; have developed an adaptable template b) <b>Corky</b> to approach Woodland Housing Co-op → Has set date of April 14 <sup>th</sup> ; will present with Zoe c) <b>Zoë</b> will request training support from our member CUs → back burner d) <b>Andrew and Zoë</b> will address training strategy in future → back burner e) <b>Jocelyn</b> to follow up with new directors re orientation → postponed f) <b>Cindy</b> to confirm that UCCC on Peer Group meeting agenda → Done g) <b>Zoë &amp; Corky</b> will report on presentation at March 28 Peer Group meeting. → See 6e h) <b>Andrew &amp; Zoe</b> will distribute a draft budget in March → Done i) <b>Andrew</b> will update “Employment Practices” policy and bring back for	M/S/C that minutes of February 4, 2014 have been approved  Follow-up items added to Action items for next meeting

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	<p>approval → Done</p> <p>j) <b>Zoe</b> will draft PR presentation; <b>Aron</b> will contribute graphics → Done</p> <p>k) <b>Zoë</b> will poll directors for AGM date. → Done → May 29th</p>	
5. Action Items for Next Meeting	<p>a) <b>Zoë</b> will request training support from our member CUs → back burner</p> <p>b) <b>Andrew and Zoë</b> will address training strategy in future → back burner</p> <p>c) <b>Jocelyn</b> to follow up with new directors re orientation → postponed</p> <p>d) <b>Zoe</b> will look for opportunity (date &amp; partner) to screen film <i><b>Many Hands</b></i></p> <p>e) <b>Aron</b> will connect with Sophie at BCCA to discuss strategy to avoid conflict (and maybe complement)</p> <p>f) <b>Andrew</b> (no longer on the Board) will pass Zoe's personnel file over to Laureen</p> <p>g) <b>Laureen &amp; Zoe</b> will discuss options to address Zoe's absence in autumn of 2014</p> <p>h) <b>Cindy</b> will write a letter to other CUs inviting them to schedule a presentation.</p> <p>i) <b>Secretary (Andrew)</b> to draft a brief report based on meeting minutes</p>	<b>Bring forward at next meeting</b>
6. Coordinator's report / BCCA Report	<p>a) Finances</p> <ul style="list-style-type: none"> <li>Draft budget distributed; see later agenda item</li> </ul> <p>b) Promotions &amp; outreach</p> <ul style="list-style-type: none"> <li>Lots of requests for info &amp; presentations → may become a challenge to respond</li> <li>Suggestion to ensure we promote co-ops as a <b>business</b> model (not just an opportunity for collaboration)</li> <li>Zoe will participate in FarmFoodFork event in Nelson April 5&amp;6</li> <li>Zoe seeing need to provide increased clarity among confusion of increasing numbers of ag/food-related co-op enterprises</li> <li>Idea: partner with emerging bike co-op to present film <i><b>Many Hands</b></i> → find a good date</li> </ul> <p>c) Projects</p> <ul style="list-style-type: none"> <li>Phase One of BBA project completed; report includes recommendations to BBA re Phase Two</li> </ul> <p>d) Presentations to Member Boards</p> <ul style="list-style-type: none"> <li>Suggested that notice of this opportunity be communicated</li> </ul>	<p>a) Draft budget. See 7f</p> <p>b) Information</p> <ul style="list-style-type: none"> <li>Zoe will look for opportunity (date &amp; partner) to screen film <i><b>Many Hands</b></i></li> </ul> <p>c) Update</p> <p>d) Notice</p>

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	<p>immediately</p> <p>e) BCCA</p> <ul style="list-style-type: none"> <li>Is looking to roll out high school curriculum <i>All4Each</i></li> <li>Concern over potential conflict with existing financial literacy being provided by KSCU</li> </ul> <p>f) Coordinator Position</p> <ul style="list-style-type: none"> <li>Coordinator Evaluation &amp; Recontract due in March</li> <li>Zoe to take a leave September 15 to December 15, 2014</li> </ul>	<p>e) Update</p> <ul style="list-style-type: none"> <li>Aron will connect with Sophie at BCCA to discuss strategy to avoid conflict (and maybe complement)</li> </ul> <p>f) Information</p> <ul style="list-style-type: none"> <li>Andrew (no longer on the Board) will pass files over to Laureen</li> <li>Laureen &amp; Zoe will discuss options to address Zoe's absence in autumn of 2014</li> </ul>
7. Current Priorities	<p>a) Orientation for new Board members</p> <ul style="list-style-type: none"> <li>Deferred</li> </ul> <p>b) Business Plan</p> <ul style="list-style-type: none"> <li>Laureen outlined thinking to date.</li> <li>Challenge of serving starting-ups: inquiries go to BCCA, then to Associate Co-op Developers (ACDs = Zoe &amp; Andrew) if meet BCCA criteria for assistance, then add UCCC role</li> <li>Complication is working with partners; both BCCA and Basin Business Advisors (BBA); BBA only serves existing businesses</li> <li>The committee (Laureen, Jocelyn, Andrew, &amp; Zoe) is working on ways to address the complexity so clients not confused</li> </ul> <p>c) Web-site</p> <ul style="list-style-type: none"> <li>Directors urged to review draft (uccc.kics.bc.ca) and provide feedback</li> <li>Need photos from members</li> </ul> <p>d) Policy</p> <ul style="list-style-type: none"> <li>Policy committee (Andrew &amp; Laureen) presented a revised version of E-1-e "Employment Practices", changed to ensure clarity about the relevance to a contractor.</li> </ul> <p>e) Presentation to CU peer Group meeting</p> <ul style="list-style-type: none"> <li>Cindy, Corky, &amp; Zoe reported that their presentation was well-received</li> <li>This presents opportunity to follow up with each CU individually with a presentation to garner and maintain support from CUs for work of UCCC</li> </ul>	<p>a) Jocelyn absent</p> <p>b) Update</p> <p>c) Information</p> <p>d) M/S/C that Policy E-1-e "Employment Practices" be approved.</p> <p>e) Cindy will write a letter to other CUs inviting them to schedule a presentation.</p>

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	f) Budget <ul style="list-style-type: none"> <li>Andrew explained the draft budget</li> <li>Noted reduced time for core coordination</li> </ul> g) Reporting back to members <ul style="list-style-type: none"> <li>Question of format and consistency of reporting UCCC activities to members</li> <li>Need something that directors and other members can adapt to their organization-specific reporting protocols</li> </ul> h) AGM <ul style="list-style-type: none"> <li>Date set: May 29th</li> <li>Suggested location: Stoddart Room in Health Co-op Building in Nelson</li> <li>Suggestion that each member be asked to report</li> <li>Laureen and Jocelyn on Board recruitment</li> </ul>	f) M/S/C that draft budget is accepted with the understanding that it will be updated as assumptions are confirmed  g) Secretary (Andrew) to draft a brief report based on meeting minutes; first draft to directors for approval; 2 <sup>nd</sup> draft for distribution  h) Information
8. <b>Additions to Agenda</b>	a) Need for new treasurer b) Quebec Summit in November	a) Prudence expressed interest b) Discussion tabled to next mtg
9. <b>Forward Planning</b>	a) Future Agenda Items b) Meeting schedule	c) Forward to Zoe d) Doodle poll
10. <b>Adjourn</b>	Meeting adjourned at 5:05 pm	