



UCCC Board Meeting Draft Minutes

Tuesday, June 23, 2015, at Kootenay Boundary Community Services Co-op

Present were:

Directors: Lauren Barker (Nelson & District Credit Union), Catherine Fisher (Kootenay Co-op Radio), Diane Byford (East Kootenay Credit Union), Vince Salvo (Kootenay Boundary Community Services Co-op), Andrew Jarrett (Kootenay Country Store Co-op)

Regrets: Corky Evans (Heritage CU)

Others: Zoe Creighton (Coordinator), Prudence-Elise Breton (Treasurer),

Item	Discussion	Outcome
1. Opening of Meeting – Welcome to Vince!	Catherine; at 12:05 Vince is representing KBCSC; is also a director of Castlegar & District Community Services	
2. Review of Agenda	Agenda Item added: Autumn duties	Approved
3. Review of Previous Minutes/ Action items	Minutes from May 12, 2015	Approved
4. Review of Action Items from Previous Meeting	<ul style="list-style-type: none"> a) Andrew and Zoë to flesh out training strategy, including potential support from members credit unions b) Zoe and/or Jocelyn to confirm delivery of thank you card to Cynthia c) Lauren and Catherine to complete performance review and contract renewal with Zoe d) Catherine and Zoe to address glitches in newsletter distribution e) Zoe to follow up with Russell Precious re application for green space grant to Federated Co-ops f) Zoe to update Annual Report based on feedback from directors g) Zoe to follow up with Carol Murray and Kevin Harding to arrange a lunch presentation. h) Prudence & Zoe to clarify financial report numbers i) Catherine to schedule Co-operation before Breakfast j) Policy Committee to revise Nominations Terms of Reference to become Board Development Committee Terms of Reference k) Corky to report back to Board on Salmon Arm Rural development conference 	<ul style="list-style-type: none"> a) Carry forward b) Delivered c) Not yet complete d) Still in progress e) Done; a strong application f) Done g) Done h) Done i) Not yet j) Not done k) Not present

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<p>5. Coordinator's Report</p>	<p>a) Finances</p> <ul style="list-style-type: none"> • Nothing to report • Cheryl willing to continue doing bookkeeping but no longer in Nelson; • Question of future bookkeeper at KBCSC <p>b) Promotions</p> <p>c) Projects</p> <ul style="list-style-type: none"> • See report • Met with West Kootenay Permaculture Co-op; will provide a further proposal for next steps • Trying to organize Grand Forks event in the fall • Woodworkers co-op enthusiastic • Question of how to work with DevCo <p>d) Council Development</p> <p>Catherine will send thank-you card to Jocelyn</p> <p>e) Policy</p> <ul style="list-style-type: none"> • Conflict <u>policy</u> approved April 8th meeting <p>f) BCCA</p> <ul style="list-style-type: none"> • Hears that best route for co-op education for young people is through school clubs • Suggestion that coordinate with credit unions • Maybe connect with Curtis Bendig 	<p>a) Zoe to talk to Cheryl about continuing bookkeeping</p> <p>b) No action</p> <p>c) Zoe will consider options for working with DevCo and make a proposal to UCCC Board</p> <p>d) Catherine will send a thank-you card to Jocelyn</p> <p>e) No action required</p> <p>f) Consider Co-op education in the schools</p>
<p>6. Current Priorities:</p> <p>a) Appointment of Officers</p> <p>b) Kootenay Boundary Food Producers Co-op Membership</p> <p>c) AGM Review/ Evaluation</p> <p>d) Strike Co-op Week Committee</p> <p>e) Salmon Arm Conference Report</p> <p>f) CBT Presentation report</p>	<p>a) Prudence to continue with Treasurer; Andrew as Secretary; Catherine will continue for now, Corky for VP</p> <p>b) Application read by Zoe. Recommended</p> <ul style="list-style-type: none"> • Zoe will invite them to September meeting <p>c) AGM</p> <ul style="list-style-type: none"> • Circle of sharing appreciated <p>d) Co-op Week</p> <ul style="list-style-type: none"> • Prudence, Vince, invite Jocelyn • Suggestion to reach out to members and non-members • Partner with members to put on events <p>e) Corky will be asked to provide a brief report</p> <p>f) CBT</p>	<p>a) New Officers acclaimed</p> <p>b) M/S/C to approve KBFPC membership in UCCC</p> <p>c) No action</p> <p>d) Committee struck/ others identified to be invited</p> <p>e) Zoe to ask Corky for report</p> <p>f) Zoe to distribute presentation to</p>

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<p>g) Annual Report- Sign</p> <p>h) Board Orientation Process</p> <p>i) Summer Duties</p> <p>j) Set co-op before breakfast dates</p> <p>k) Coordinator Evaluation/ Contract</p> <p>l) Policies Review/ Approval</p> <p>m) Autumn duties</p>	<ul style="list-style-type: none"> • Zoe & Laureen • CLs plus Wayne, Tim • Focused on start-up and place on p/np spectrum • Lots of questions • Noted that KRIC and KAST working with people who may want to form Co-ops • Zoe will circulate presentation <p>g) Ministry Docs</p> <p>h) Done; Andrew will meet with new directors</p> <p>i) No meetings; Zoe to be available; newsletter soon; Co-op Week committee will meet</p> <p>j) Catherine will schedule for September: theme will be Co-op week</p> <p>k) Date will be set to complete</p> <p>l) Policy priorities: TORs for committees: Policy, Finance, Promotion/Outreach, Board Development, HR/Coord Eval.</p> <ul style="list-style-type: none"> • Drafts for next meeting. <p>m) Autumn duties</p> <ul style="list-style-type: none"> • Laureen suggested focus on access to financing → make case to CUs to prioritize • Seek policy on preferential treatment due to lower risk • Diane suggested Co-op education to loans people 	<p>directors</p> <p>g) Signed</p> <p>h) Andrew will connect with new directors and discuss how best to orient them</p> <p>i) Catherine to get newsletter out; Co-op Week Committee to meet</p> <p>j) Catherine to schedule Co-op Before Breakfast in September with Co-op week prep theme</p> <p>k) Catherine & Laureen to complete Zoe's review and contract</p> <p>l) Policy Committee to draft Terms of Reference for Committees</p> <p>m) Further consideration to be given</p>
<p>7. Questions from New Directors</p>	<ul style="list-style-type: none"> • Vince sees outreach as a priority; willing to help 	
<p>8. Forward Planning</p>	<ul style="list-style-type: none"> • Next meeting, September 22, 2015, noon to 2:00 p.m. 	
<p>9. Action Items for Next Meeting</p>	<p>a) Andrew and Zoë to flesh out training strategy, including potential support from members credit unions</p> <p>b) Laureen and Catherine to complete performance review and contract renewal with Zoe</p> <p>c) Catherine and Zoe to address glitches in newsletter distribution</p>	

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	<ul style="list-style-type: none"> d) Policy Committee to revise Nominations Terms of Reference to become Board Development Committee Terms of Reference and to draft Terms of Reference for other Committees e) Corky to report back to Board on Salmon Arm Rural development conference f) Zoe to talk to Cheryl about continuing bookkeeping g) Co-op Week Committee to invite others to join and to meet h) Zoe to distribute presentation to directors i) Andrew will connect with new directors and discuss how best to orient them j) Catherine to get newsletter out k) Catherine to schedule Co-op Before Breakfast in September with Co-op week prep theme 	
10. Adjournment	Meeting adjourned at 1:55 p.m.	