



**Policies & Procedures Committee Agenda**  
**March 15, 2017 – 4:00 to 6:00pm**  
 At: Ten Pin Conference Room, 793 K Street, Arcata, CA

Attachments: Draft February meeting minutes, Shareholders Disclosure Document, Input from Van, current hot list

Item	Who	Pages	Minutes	Time
1. Welcome/ Introductions/Agenda Review and Additions	Colin	1	5	4:00
2. Approve February 15, 2017 minutes	All	2-5	5	4:05
3. Board Meeting follow-up: review items that were recommended from previous Board Meeting	All		15	4:20
4. Shareholders Disclosure Document <ul style="list-style-type: none"> <li>• Review and discuss</li> </ul>	All		15	4:35
5. Review input from Van (lawyer) <ul style="list-style-type: none"> <li>• If available, discuss</li> </ul>	Colin		10	4:50
6. Hot List Review <ul style="list-style-type: none"> <li>• Bylaws item #6, Possible amendment to address the issue of grandfathering of members at existing Fair Share levels if/when levels are changed by the Board.</li> </ul>	All		30	5:00
7. Review hotlist Board Policy Manual items	All		20	5:30
8. Discuss agenda items for next meeting	All		10	5:50
9. Review next meeting schedule: April 19 @ 4pm	All		5	6:00

Meeting adjourns at 6:05pm

**Meeting Ground Rules\*** (\*Note: All members or other participants must agree to follow these basic meeting guidelines)

- Raise hand to be recognized to speak
- Share the floor – balance participation
- Stay on track and speak to the point
- Clearly and concisely articulate interests
- Be curious about different opinions
- Treat everyone with respect
- Aim for win-win solutions

**Mission**

North Coast Co-op is a member-owned organization guided by the cooperative principles. As a leader in our community we emphasize a diverse selection of products while engaging members through consumer education, community building, and environmental responsibility.

**Co-op Definition**

A cooperative is an autonomous association of persons united voluntarily to meet their common economic, social and cultural needs and aspirations through a jointly-owned and democratically controlled enterprise.

**Values**

Cooperatives are based on the values of self-help, self-responsibility, democracy, equality, equity, and solidarity. In the tradition of their founders, cooperative members believe in the ethical values of honesty, openness, social responsibility, and caring for others.