



**Policies & Procedures Committee Agenda**  
**November 11, 2015 – 3:00 to 5:00PM**  
 At: Ten Pin Conference Room, Arcata, CA

<b>Item</b>	<b>Who</b>	<b>Minutes</b>	<b>Time</b>
1. Welcome/ Introductions/Agenda Review and Additions	All	10	3:00
2. Approve Oct 14 2015 minutes	All	5	3:10
3. Board Meeting follow-up: review any items that were recommended from previous Board Meeting	All	5	3:15
4. Review rearranged draft Board Policy Manual	All	20	3:20
5. Continue reviewing approved policies: Election requirements for candidates, Officer Nomination Process, Executive Committees and Shares	All	30	3:40
6. Bylaw Section 4.13 status update and record date flexibility	All	20	4:10
8. Discuss Agenda Items for Next Meeting	All	10	4:30
9. Set meeting times for next three months	All	5	4:40

**Meeting Adjourns at 5:00 pm**

**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, co-operative members believe in the ethical values of honesty, openness, social responsibility, and caring for others.