



AGENDA
Policies & Procedures Committee (PPC) Meeting
April 17, 2019 from 6:00-8:00 pm
 Arcata Co-op Conference Room (upstairs)

Facilitator: Leah Stamper

Outcomes:

- Approval of draft minutes from January Policies & Procedures meeting
- Bylaw clarification regarding board qualifications
- Clarified policy for member voting eligibility
- Draft environmental and social benchmarks
- Draft policy for board members serving on committees
- List of different member share structure possibilities
- Understanding of future agenda items and hotlist items

	What	How	Who	Minutes	Time
1	Welcome & Review	- Introductions - Check for changes to the agenda	Leah	5	6:00-6:05
2	Approve Minutes	Ask for consensus on approval of the January 16, 2019 minutes	Leah	5	6:05-6:10
3	Member Comments	Members share topics not on the agenda	all	5	6:10-6:15
4	Bylaws Clarification	Discuss correspondence from Van Baldwin and any bylaw clarifications	Leah	5	6:15-6:20
5	Members Entitlement to Vote Policy Update	Clarify language in BPM/bylaws	Colin	5	6:20-6:25
6	Benchmarks	Develop environmental and social benchmarks	Colin	30	6:25-6:55
7	Board Members Serving on Committee	Develop policy addressing number of committees board members are required to participate on	Colin	15	6:55-7:10
8	Member Share Structure/Employee Longevity Incentives	Discuss alternative options for member share structure	James	30	7:10-7:40
9	Hotlist Items	Review and update current hotlist	Leah	5	7:40-7:45
10	Next Agenda Items	Review future agenda items Next meeting May 15?, 2019	Leah	5	7:45-7:50

Hotlist:

- Consider employee longevity incentives to reduce turnover
- Consider inserting language into the Bylaws about supporting/spinning off other co-ops
- Create a policy for GM review & evaluation following completion of this year's review
- Establish strong policies and procedures for recruiting a GM
- Look into different member share structures