



Board Candidate Package 2021

HORNBY ISLAND CO-OP BOARD OF DIRECTORS

Thank you for your interest in serving on your Co-op board!

Why apply to stand for election as a Board Director?

From its humble beginnings in 1955 as a way for island residents to provide themselves with food, fuel, household and hardware needs at fair prices, Hornby Island Co-op has grown over the past six decades into a thriving business and social enterprise.

Mission-driven and guided by the cooperative principles, Hornby Island Co-op plays an ever-increasing role in the social and economic sustainability of our Island.

We are a significant retailer of local/regional foods and products in the area, providing an outlet for local producers, supporting home occupations, small businesses, and local artists.

The Co-op is one of the largest local employers, and also support a wide variety of community groups and non-profit organizations through our sponsorship and donation programs.

The Co-op's Board of Directors therefore plays an important role in the future well-being of our community.

Similar to any corporation, the Co-op's Board works on behalf of our owners. What sets the Co-op apart, is that it is a different type of business: The main purpose of a private or public business is to maximize returns for shareholders; **the main purpose of a co-op is to provide benefits to members.** The owners are people you know -- your friends, neighbours, family and colleagues!



Original Co-op in 1976 - Photo by Bob Cain

Director Roles & Responsibilities

- * Provide Strategic Direction and Monitor for Results
- * Ensure Effective Board Operations
- * Conduct Monitoring and Oversight
- * Foster Effective Communications and Relations
- * Maintain Strict Confidentiality
- * Comply with the Co-operative Act & Bylaws

Director Benefits

- * Developing professional skills in leadership, teamwork and management.
- * Building professional & personal relationships.
- * Access to training opportunities offered by the Co-op and its affiliates.
- * Chance to make a difference in your community.

We hope this package will provide you with valuable information to help you make a decision about standing for election to our Board.

Governance

The role of the board is to plan and oversee the business of the co-operative in accordance with the applicable legislation, regulations, bylaws and policies so that it meets the needs of its members and effectively moves the co-operative towards achieving the strategic goals and objectives developed jointly by the board and management.

Retail co-operatives are legally incorporated under provincial legislation, and follow their [governing documents](#).

- [Cooperatives Act](#)
- [Our By-laws](#)

Committees

Well-structured and effective board committees are the engines that power many of the core responsibilities of the board. By focusing on one particular area, committees enable the board to better fulfill its range of responsibilities. Our board operates with five standing committees. These include:

- Finance
- Nominations
- Business Evolution
- Governance
- Membership Engagement

Are you a good fit for the Co-op? Is the Co-op a good fit for you?

All eligible Co-op members may stand as nominees for the Board of Directors. When looking ahead to attract new Directors, the Board seeks out specific skill sets to enhance those of the existing Board. The following is a list of some of the skills/experience that may be sought out:

- Excellent communication and collaborative decision-making skills
- Experience with marketing, promotion, branding
- Strategic planning or experience in project management with corporations, business, non-profit organizations
- A sound knowledge of financial fiduciary responsibilities, including the ability to evaluate the financial health and performance of the company;
- The ability to act in the best interests of the Co-op's membership and in the best interests of the organization as a whole
- Understanding of the Cooperative Principles

Candidate Requirements

No individual is entitled to become or act as a director of the Association if:

- a) the individual is under the age of 18 years;
- b) the individual is found by a court, in Canada or elsewhere, to be incapable of managing the individual's own affairs;
- c) the individual is an undischarged bankrupt;
- d) the individual is convicted of an offence in connection with the promotion, formation or management of a corporation, or an offence involving fraud, unless the events described in the Act have occurred;
- e) the individual or member eligible organization of which the individual is a director has not purchased goods or services, or a combination of both, from the Association during the last financial year of the Association, worth at least \$100.00;
- f) the individual or member eligible organization of which the individual is a director has an account with the Association that is more than 60 days in arrears.
- g) The individual is an employee of the association.

In order to be deemed eligible to stand for election, potential candidates must:

- Be a fully-subscribed member in good standing of the Hornby Island Co-op at least 30 calendar days prior to the nomination
- Candidates must be at least 18 years of age
- Able to commit to a three-year term, and attend the majority of 10 meetings per year, as well as committee work (average of 10– 15 hours per month)
- Exhibit a commitment to the co-operative principles and be willing to represent the interests of the membership
- Complete a Nominations Form by April 1st (available from Customer Service, Online, or request one from board@hornbyislandcoop.ca)

Mission and Values

Co-operatives have a long, rich, varied and global history, based on people in communities coming together to identify and then serve their own needs. This democratic foundation is carried throughout the life of the co-op, supported in part by an elected board tasked with stewarding the Co-op on behalf of its member owners.

The mission of the Hornby Island Co-op is to provide the quality of facilities, goods, and services that encourage member and employee confidence and commitment to our co-operative.

Together we will be the thriving, vibrant economic hub and heart of Hornby Island.



The Co-operative Values and Principles

Co-operative Values

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



1. Open and voluntary membership.

Co-operatives are voluntary organizations, open to all persons able to use their services and willing to accept the responsibilities of membership without gender, social, racial, political or religious discrimination.

2. Democratic member control.

Co-ops are democratic organizations controlled by their members, who actively participate in setting policy and making decisions. Men and women serving as elected representatives are accountable to the membership. In co-ops members have equal voting rights (one member, one vote) and co-operatives at other levels are organized in a democratic manner.

3. Member economic participation.

Members contribute equity to and democratically control the capital of the co-operative. Members allocate surpluses for any or all of the following purposes; developing the co-operative (possibly by setting up reserves); distributing to members in proportion to their transactions with the co-operative; and supporting other activities approved by the membership.

4. Autonomy and independence.

Co-operatives are autonomous, self-help organizations controlled by their members. If they enter into agreements with or raise capital from other organizations, including governments or external sources, they do so on terms that ensure democratic control by their members and maintain their co-operative autonomy.

5. Education, training and information.

Co-operatives provide education and training for their members, elected representatives, managers and employees so they can contribute effectively to the development of their cooperatives.

6. Cooperation among co-operatives.

Co-operatives serve their members most effectively and strengthen the co-operative movement by working together through local, national, regional and international structures.

7. Concern for the community. While focusing on member needs, co-operatives work for the sustainable development of their communities through policies accepted by their members.

BOARD OF DIRECTORS

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Hornby Island Co-op