

**Hornby Island Co-op
Board Meeting Minutes
June 13, 2022**

Present: Reid Carter, Claire Burke, Judith Fletcher Elkins, Casey Doss, Paul Ackerson, Bill Havens, Tamara Lamont, Peter Cowan, Lisha Scott, Mike Zelen
Recorder: Charmaine Logan
Location: Zoom Meeting

Opened the regular meeting at 5:12pm

Election Of Officers:

- Judith nominates Reid as Chair, All in favor, Reid accepts the position of Chair
- Bill nominates Claire as Vice chair, all in favor, Claire accepts the position of Vice-Chair
- Reid nominates Claire as Secretary, all in favor, Claire accepts the position of Secretary

Motion to accept the proposed meeting schedule for 2022-23 - Mondays at 4pm - Sept 12, Oct 17, Nov 7, Dec 12, Jan 9, Feb 13, Mar 13, April 3, May 8
Special Meeting Dates (tentative) - ME Meeting October 3rd
Strat/Business Planning Nov 21 or 28 (allowing some flexibility for scheduling with Business Advisor) M/S Reid/Casey motion passes

Motion: to accept the Board minutes of the Meeting on June 2, 2022 M/S Reid/Judith Motion passes

Motion:

Motion to approve the following 4 policies:

BOARD CORRESPONDENCE POLICY Policy #19

COMMUNICATION POLICY Policy #20

STAFF POLICIES Policy #21

WHISTLEBLOWER POLICY Policy #22

Motion passed through e-vote

Action Items

Who	Does What	By When	Complete
<i>Committee chairs</i>	<i>Send Committee meeting notifications to all Board members</i>	<i>When Scheduling meetings</i>	<i>ongoing</i>
<i>Board</i>	<i>Continue to identify key areas of improvement add to next month agenda</i>	<i>June 2022</i>	

<i>Board</i>	<i>Complete at least one module on the board assessment tool each year</i>	<i>Ongoing</i>	
<i>Charmaine</i>	<i>Send out annual calendar with each meeting package</i>	<i>ongoing</i>	
<i>All Board members</i>	<i>Sign documents and leave in Co-op box within 2 weeks</i>	<i>June 27, 2022</i>	

Next meeting Sept 12, 2022

Meeting adjourned at 5:40pm