

**Hornby Island Co-op  
Board Meeting Minutes  
June 7th, 2021**

Present: Reid Carter, Tamara Lamont, Lisha Scott, Judith Fletcher, Claire Burke, Randy Wunderlich, Casey Doss, Peter Pantages, Paul Ackerson, Tamara Lamont

Regrets: Bill Havens

Recorder: Charmaine Logan

Location: Zoom Meeting

In Camera meeting – 3:00 – 3:22 and 4:57 -5:03pm

Regular meeting: 3:22pm – 4:57pm

**President's Report & Opening Statements**

Lisha leads the election, followed by the new Chair running of the rest of the meeting. Welcome to the 3 new board members, it's wonderful to have you join us, in support our Community hub the HI Co-op.

Committees will be formally formed in the fall, though interest and preferences may be expressed today, later in the agenda

**Position of Chair:** Both Reid and Claire, have agreed they could Co-Chair.

**MOTION:** To elect Reid Carter and Claire Burke as Co-Chairs for the next term M/S Randy/Judith, carried.

**Vice Chair and Secretary:**

Table the elections for Vice-chair and Secretary to the fall. Bylaws allow for Chair/Vice Chair roles and Secretary role to be performed by the same person, Claire will continue to perform role of Secretary and welcomes opportunity to mentor new members in this role.

**Consent Items:** Accepted, as included in Board Meeting Reports Package email, unless requested to be removed for discussion;

- Amendment to the minutes of the May 17<sup>th</sup> meeting
- Agenda addition - Committee appointments – Expressions of Interest
- Correspondence: Discussions and follow up from Lisha.

**Team Leader Report**

**Motion:** To approve Net Equity change of -200.94 m/s Paul/Reid carried

**Motion: To approve Profit Share payout of \$50,000 for the 2020 fiscal year, 60% of total allocated to staff, 40% to the Management Team. Individual payouts to be based on gross wages earned in the fiscal year. m/s Judith/Claire carried**

**Strategic Plan Review**

See strategic plan reports, the process we had last year was broad, this year may be more detailed. No changes recommended for the document.

**Committee expressions of interest: appointments deferred to the fall**

Paul - business development committee.

Casey - governance committee, or membership engagement.

Peter - governance committee.

Tamara - business evolution meeting.

**Board Annual Calendar**

**Motion: To approve regular board meeting calendar for September to June at a new start time of 3:30pm for in-camera and 4pm for regular meeting. Deferred to an e-mail vote**

**Additional meeting set for July 29<sup>th</sup> for a 3:30 meeting start**

Ideas for Calendar amendments:

- AGM and the ME could be scheduled for the same date in September
- Then schedule another ME town hall in February
- The business of the AGM is short, the Business Evolution plans could be presented there
- Co-op week is in October. Possible time for an ME event

**Closing Statements** - Thank you to everyone for being patient, through this longer meeting.

Regular meeting adjourned at 4:57

In-camera Session to follow.

<b>Action Items</b>			
<b>Who</b>	<b>Does What</b>	<b>By When</b>	<b>Complete</b>
<i>Claire</i>	<i>Send out the revised Board Calendar for an e-mail vote to approve</i>	<i>Mid - June</i>	
<i>Lisha</i>	<i>Present Business plan</i>	<i>Deferred to the fall</i>	
<i>Charmaine</i>	<i>Create an online survey using the board assessment tool questions</i>	<i>September</i>	

<i>Lisha</i>	<i>Send COVID Community report</i>	<i>When available</i>	
<i>Committee Chairs</i>	<i>Send any background information to new board members</i>	<i>Prior to next Committee meeting</i>	
<i>Governance committee</i>	<i>Review communication of feedback policy</i>	<i>September</i>	
<i>Membership Engagement Comm</i>	<i>Discuss communication about the Patronage refund</i>	<i>June</i>	
<i>Chairs, Lisha</i>	<i>Review the calendar for the year</i>	<i>End of June</i>	
<i>Charmaine</i>	<i>Attach the schedule and the calendar with the minutes each time. Send an invite instead of an email for the meeting.</i>	<i>Always</i>	
<i>Lisha</i>	<i>Send a doodle poll to new members for an orientation meeting and walk around the store.</i>	<i>June</i>	
<i>Claire to call Bill</i>	<i>Call a business evolution committee meeting</i>	<i>July</i>	