

**Hornby Island Co-op  
Board Meeting Minutes  
Oct 18th, 2021**

Present: Reid Carter, Tamara Lamont, Judith Fletcher, Casey Doss, Paul Ackerson, Lisha Scott, Bill Havens

Regrets: Randy Wunderlich, Peter Cowan, Claire Burke

Recorder: Charmaine Logan

Location: Zoom Meeting

In Camera meeting – 3:30 – 4:00pm

Regular meeting: 4:00pm – 5:14pm

**Opening statements:**

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

- Sept 20 Meeting Minutes
- October 18th Agenda

**Team Leader Report:**

**Motion:** To approve Net Equity change of \$83.85, as detailed in the report emailed, 7. Equity Changes Oct 18<sup>th</sup>, 2021 **m/s Judith/Paul carried**

Admin Revision Proposal is reviewed: The board is in full support to move forward. Create a timeline for moving forward, the expense will show up in this coming budget.

**HIES Donation request:**

**Motion:** approve a donation of \$7500 to HIES **m/s Judith /Paul carried**

Regular meeting adjourned at 5:14pm

<b>Action Items</b>			
<b>Who</b>	<b>Does What</b>	<b>By When</b>	<b>Complete</b>
<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>November 15</i>	

<i>Governance committee</i>	<i>Review communication of feedback policy – form nominations committee</i>	<i>At next meeting</i>	
<i>Membership Engagement Comm</i>	<i>Set a meeting date - Discuss communication about the Patronage refund – Set dates for Co-op week and Membership engagement meeting.</i>	<i>October 15</i>	
<i>Lisha</i>	<i>Will check with Joe about availability for the tentative strategic planning date – Nov 26<sup>th</sup> at 1:30 on ZOOM</i>	<i>October 31</i>	
<i>Board Members</i>	<i>Send in Bios and photos to Lisha for the Website</i>	<i>November</i>	
	<i>Manager interim review</i>		

Current Committees:

Finance: Judith, Randy(Chair), Reid, Paul, (Peter?)

Membership Engagement: Claire, Tamara, Casey(Chair-Maybe)

Governance: Claire(Chair), Reid, Peter, Casey, Paul?

Business Evolution – Reid(Chair), Randy, Bill, Tamara, Paul, Clair-leaving the committee

HR: tbd

Board development committee?

Nominations committee is an ad hoc committee formed each year.

Normally management is involved in the committee management. A few sessions a year for best practices for board members. Know the roles and responsibilities.