

Hornby Island Co-op
Post AGM Board Meeting Minutes
September 27, 2020

Present: Claire Burke, Jill Candlish, Reid Carter, Bill Havens, Judith Fletcher Elkins, Jennifer Fletcher, Tamara Lamont, Lisha Scott, Randy Wunderlich

Recorder: Anita Lewis

Location: Zoom

Time: 12:45 PM – 1:26 PM

Next Regular Board Meeting: October 5, 10:00 AM via zoom. Reports due September 30/20.

Lisha opened the meeting at 12:45 PM and thanked every board member for their contribution. One of the key purposes of the meeting is to call for nominations for officers of the board. Claire outlined the procedure for the election. It was noted that there is a vacant spot on the board.

Initial order of business is to elect officers and set stage for committees.

- **President:** Bill nominated **Jill Candlish** for president and Claire seconded. No other nominees. All in favour. Jill accepted the position.
- **Vice President:** Jill nominated **Claire Burke** for Vice President and Judith seconded. All in favour. Claire accepted the position.
- **Secretary:** Bill nominated **Claire Burke** for Secretary and Jill seconded. All in favour. Claire accepted the position with the caveat that if someone else is always welcome to take on the role.

Note that two or more offices of the Association may be held by the same individual except that the offices of president and vice-president may not be held by the same individual.

Code of Conduct: Claire read the code of conduct for directors and the Oath of Office. All in agreement with response of Aye.

Lisha welcomed all the board members. Lisha advised that the board receives a 10% discount on every shopping trip at the Coop.

Meeting Dates:

The board is required to give notice of each meeting or set a schedule of meetings in advance. The first Monday of each month was suggested and agreed to with a 10:00AM start. Meeting dates are subject to change. Virtual meetings for the foreseeable future. **Action: Anita to put dates into a schedule of meetings.**

Resolution to meet on the first Monday of the month at 10AM (10 Oct 5, Nov 2, Dec 7, Feb 1, Mar 1, April 12, May 3, May 30 AGM). M/S Jennifer, Reid, carried.

Membership Engagement Meeting – October 25th at 10:30AM. ME committee to meet in advance of the October 25th meeting with the members.

Strategic Planning Meeting – Lisha to confirm either the 9th or 16th of November based on availability of the FCL Retail Advisor. This is a full day meeting with management included.

Action: Claire will send out the policy manual, directors manual, bylaws, code of conduct and conflict of interest documents to all board members. Signed documents can be dropped off outside the admin office.

Jill closed the meeting noting that the board can appoint another board member and to maintain equity, looking for a male board member.

Meeting adjourned at 1:26PM.