

Information For Nomination to the Franklin Community Cooperative Board of Directors

Thank you for your interest in becoming a member of our co-op Board of Directors!

How might you benefit from serving on this board? If nominated and elected you'll be able to help a progressive organization grow and flourish. You'll learn a great deal about policy governance, and spend much of your board time focused on long-range, big picture items. You'll work with talented and energetic folks (board colleagues and staff) and be able to make a solid contribution to the Franklin County community.

There are two basic steps involved in becoming a candidate:

1. Learn more about the co-op, the board, and its system of governance and the qualities and commitment required of an effective director. This packet will provide you with basic information. You are also encouraged to attend one or more board meetings and to speak with current board members. This will help you decide if you are able and willing to be a productive member of the board.
2. Complete and submit the enclosed application form as well as nomination paper signed by three co-op members.

Materials for completing both of the above steps:

- Information for Nomination, below
- [Brief co-op history](#)
- [Policy governance information](#)
- Board meetings are held on the second Wednesday of each month, unless rescheduled by the board. Meetings are held at Green Fields Market in the upstairs meeting room or at McCusker's Market in the dining room – check the bulletin board in either store for this month's meeting particulars.
- Application form (which will be posted for members to read; please type or print legibly.)
- Nomination form (which must be submitted in person or by mail by February 5, 2010.)

If you have questions about this process or about the board in general, please contact Robyn Cole (current board president) at (413) 522-8428 or robin@southernrivermiso.com.

Basic Board Structure and Responsibilities

The co-op is governed by a Board of Directors who are elected by the member/owners. The Board is directly accountable to these owners for the activities and accomplishments of the co-op. Specific responsibilities include:

- Interacting with owners to understand the owners' values for/visions of the co-op.
- Developing, monitoring, and revising a body of policies which guide the work of both the General Management Team and the Board to achieve outcomes consistent with the owners' values and visions.
- Using consistent monitoring mechanisms to ensure that management achieves goals set by the Board and that the Board itself operates in accordance with the goals and policies it has set for itself.

In November 2006, the Board committed itself to doing its work through a governing system called "Policy Governance" (developed by John Carver). This was a significant philosophical change for both board members and management. Prospective members should carefully read the linked article, "A Theory of Corporate Governance -- Finding a New Balance for Boards and Their CEO s" by John Carver, with the expectation that they will be working within this framework as new board members. (Available on line at: <http://www.carvergovernance.com/pg-corp.htm>)

Eligibility

As stated in the co-op by-laws, the board consists of no more than eleven members. Each must be a member in good standing. To run in the 2010 election, a person must have been a member on or before 7 November 2009. Each application must be accompanied by a nominating paper endorsed by three co-op members in good standing. Employees who are members are eligible to run. Each board member serves a term of two years.

More about Board Member Qualifications, Commitments and Rewards

Being an effective board member **requires** the following general skills and qualities:

- Interest in serving the Franklin Community Co-op and commitment to its mission and values
- Ability to discuss conflicting goals and future implications of decisions
- Ability to read financial statements
- Communication and group process skills
- Understanding of and commitment to Board requirements for confidentiality
- Ability to meet time commitment of 5-9 hours per month
- Commitment to learning about and becoming competent with Policy Governance

In addition, board members each bring more specialized skills to their service. They may include any of the following:

- Business experience, retail or wholesale (especially grocery)
- Experience working in or with complex organizations
- Financial investment experience
- Experience with real estate acquisitions
- Labor relations and/or personnel management experience
- Marketing experience
- Financial analysis experience
- Leadership and group facilitation skills
- Other board of directors experience
- Other co-op experience
- Experience with food growing or preparation

The board meets once a month, currently on the second Wednesday of the month, 6:30 pm. To 9:30 pm. Several hours of reading are required to prepare for each meeting, generally in a combination of emails and a board packet provided the week prior to the board meeting. Board members also attend various member meetings, including the Annual Meeting (1st Sunday in March) and work on outside projects or proposals. An annual two-day board workshop is generally held each year. Members also are encouraged to attend co-op national or regional conferences.

The board provides special training for new board members and ongoing training for **all** board members.

The chief reward for serving on the Board is the satisfaction which comes from doing useful work. Board members also receive a 15% working member discount on their store purchases and a \$50 monthly stipend for their service to the co-op.

Directions

Prospective board members prepare their application materials and solicit nominations.

The application and nomination forms are due in the GFM store no later than 5 February 2010.

Candidate information is shared with the membership and then elections are held during the annual meeting on March 6, 2010. Please plan to attend the annual meeting and be prepared to make a brief statement and answer member questions.

Our goal is to have many nominations so that members have a choice in shaping their Board. We strive for contested elections!

Thank you for considering running for a board of directors seat for your co-op!

Nomination Form

Candidate's Name: _____

Candidate's Address: _____

Member Number: _____

All candidates must be nominated by 3 current members.

(One member (number), one vote. One name only per member number)

I nominate the above candidate to run for a seat in the 2010 board of directors election of Franklin Community Cooperative:

1. Members Signature: _____

Print Member Name: _____

Members Address: _____

Member Number: _____

2. Members Signature: _____

Print Member Name: _____

Members Address: _____

Member Number: _____

3. Members Signature: _____

Print Member Name: _____

Members Address: _____

Member Number: _____

Date Received: _____