

Three Rivers Market Board Meeting - Thursday, January 9, 2020 - St. James Episcopal Church, 1101 N. Broadway

#	START TIME	DURATION	DESCRIPTION	MOTION and/or OUTCOME	LEADER
1	6:30 PM	0:01	Call to order. The Chair will call to order the meeting, noting the date and time. The Vice Chair will circulate Action Items.		Chair: Chris Bottoms & Vice Chair: Joy Wilson
2	6:31 PM	0:01	Meeting Preparation - 1 minute of silence		Chair: Chris Bottoms
3	6:32 PM	0:01	Roll Call with statement of preparation.		Secretary/Treasurer: Caitlin Seidler
4	6:33 PM	0:01	Welcome Visitors. Provide agenda, note locations of exits and restrooms, and seating arrangement. Circulate sign up sheet, ensuring visitors are active co-owners of the co-op. Collect W-9 forms.		Vice Chair: Joy Wilson & Secretary/Treasurer: Caitlin Seidler
5	6:34 PM	0:09	Co-owner Forum (<i>3 minutes allocated per member to provide ideas to the Board for future consideration</i>)		Chair: Chris Bottoms
6	6:43 PM	0:01	Agenda Review/Revision. Chair will summarize outcomes for the meeting, and remind the Board to keep the Ends in mind throughout. Secretary/Treasurer will read the current repurchase requests prior to the Consent Agenda vote.	To approve the agenda.	Chair: Chris Bottoms & Secretary/Treasurer: Caitlin Seidler
7	6:44 PM	0:01	Consent Agenda	To approve the December Membership Interest repurchase requests, December 2019 Board Meeting Minutes, accept Policy Monitoring Reports for B9 - Annual Meeting Planning and D9 - Elections.	Chair: Chris Bottoms
GENERAL MANAGER REPORT					
8	6:45 PM	0:00	General Manager Report		No discussion this month. GM in Florida visiting dad.
STUDY & ENGAGEMENT					
9	6:45 PM	0:10	Quarterly Look Ahead		Secretary/Treasurer: Caitlin Seidler
10	6:55 PM	0:10	June Event Planning		Chair: Chris Bottoms

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11	7:05 PM	0:10	BREAK		
12	7:15 PM	0:10	Orientation - OUR BOARD: Code of Conduct and Ethics. Discuss possible conflicts of interest.		Chair: Chris Bottoms
13	7:25 PM	0:05	Orientation - COOPERATIVE GOVERNANCE: Governance Structure. Review of C&D Policies		Director: Graciela Cabana
14	7:30 PM	0:05	Orientation - OUR BOARD: Committees. Review purpose and process for forming.		Chair: Chris Bottoms
OTHER DECISIONS					
15	7:35 PM	0:30	Establish Committees for 2020		Chair: Chris Bottoms
16	8:05 PM	0:05	Spring Retreat - Schedule for 1st Saturday in April. April 4th.		Chair: Chris Bottoms
17	8:10 PM	0:15	Appointments Discussion		Chair: Chris Bottoms
18	8:25 PM	0:01	Board News assignments		Vice Chair: Joy Wilson
19	8:26 PM	0:04	Action Item Review (Confirm items completed/Add items generated during meeting).		Vice Chair: Joy Wilson
20	8:30 PM	0:00	Adjourn	To adjourn	Chair: Chris Bottoms
SUGGESTIONS FOR MEETING PREPARATION					
Review agenda. Ask any questions about Agenda Items on the i.o. group BEFORE meeting. Read Action Items. Read draft of Minutes, note errors and omissions.					