



Three Rivers Market

Board Director Elections 2021



If you're thinking about running for a seat on the Board of Directors of Three Rivers Market cooperative, this video should help you make informed decisions about your candidacy.

In this presentation, we use the terms “members” and “co-owners” interchangeably to emphasize that membership in the cooperative is also co-ownership of the cooperative.

Accompanying this audio presentation is a PDF version of the presentation, complete with a copy of the slides, transcript of the audio, and hyperlinks to all relevant websites, documents, and email addresses mentioned in the presentation. On the slides themselves, all links to websites are written in a white color font and underlined.

You can download the PDF on the same web page where you originally found the link to this video.

Election Season 2021

June – December

Potential Candidates:

- Attend a Board meeting in July, Aug, or Sept
- Candidate Application by Oct 1st

Co-Owner Voting Period:

- 1st Tuesday in November until the Annual Meeting in the 1st week of December



The election season begins in mid-June and ends in early December.

As a potential candidate, for now, you need to pay attention to the first half of the election season.

You should plan on attending a Board Meeting (in July, August, or September) and submit your candidate application, all by the October deadline.

Then, the Board reviews the candidate applications to make sure that every potential candidate meets the eligibility criteria, and then sets up the electronic voting system.

We open the voting period in early November and close it at the end of the Annual Meeting in early December. We announce the results of the election as soon as possible after Annual Meeting.

Election Process

2021 Election Code

(link: [Three Rivers Market 2021 Election Code](https://tinyurl.com/TRMEC2021))

- ❖ Candidacy
- ❖ Campaigning
- ❖ Election



Our Election Process is governed by our Election Code. The Board reviews and revises the Code annually. You can access this year's Code by opening the following link in your browser:

<https://tinyurl.com/TRMEC2021>

Three relevant aspects of the Election Code are: candidacy, campaigning, and election.

- To become eligible for candidacy, you must be a member in good standing for at least one year, you cannot be a current employee of Three Rivers Market, nor can you be a former employee of Three Rivers Market within two years of your last day of employment.

You cannot have any inherent conflicts of interest with current employees or Board Directors. (So for example, if you are a spouse or close relation of a current Board Director.)

You cannot be a current service provider and you cannot be a current co-owner or member who does business with the co-op.

- As far as campaigning is concerned, you can campaign, but you must do so with your own resources, and you cannot campaign within six feet of the store entrance,

and you cannot interfere with the conduct of business at the store.

- And finally, to be elected, you must receive an affirmative vote from at least 10% of the ballots cast; that's known as a voter quorum.

If the election is contested, that is if there are more candidates than there are seats, then those with the most votes win the election, as long as those individuals have met the 10% voter quorum threshold.

About the Board



The Board governs the cooperative, which currently encompasses one grocery store, Three Rivers Market, the market that we all know and love.

At full capacity, we are a nine-member team.

We have an Executive Committee that consists of three officers: A Board Chair, a Board Vice Chair, and a Secretary/Treasurer. The Executive Committee meets ahead of the regular Board meeting to plan the monthly agenda.

We also have committees. All of them are *ad hoc*, except for the Board Perpetuation Committee, which is a committee in charge of annual elections.

The Role of the Board

Strategic + Fiduciary

The Board exists to:

- ❖ progress towards our *Ends* on behalf of
all co-owners
- ❖ ensure organizational performance
- ❖ ensure fiscal responsibility



The Board's role is strategic and fiduciary.

Our role is *strategic* in that we concern ourselves with the big picture: why the cooperative exists and what our end goals.

Our role is *fiduciary* in that we think and act strategically on behalf of our members whose values and vision we embody. That role involves progressing towards our ends -- again on behalf of all our members -- and ensuring organizational performance and fiscal responsibility.

We do not make any decisions that are about the operations of Three Rivers market, as that is delegated to the General Manager.

Our Ends

Three Rivers Market is

a cooperative center of sustainable commerce

that exists to benefit its members

by creating and nourishing

a healthier environment,

healthier people,

and a healthier community.



Our Ends Statement is essentially the cooperative's mission statement. It is as follows: *Three Rivers market is a cooperative center of sustainable commerce that exists to benefit its members by creating and nourishing a healthier environment, healthier people, and a healthier community.*

The Board always keeps this Ends Statement at the very forefront of its conversations. We take the time to review the Ends on a regular basis to make sure that they reflect the values of our members, and that they are aligned with the universal cooperative principles.

Cooperative Principles

- ❖ Voluntary & Open Membership
- ❖ Democratic Member Control
- ❖ Member Economic Participation
- ❖ Autonomy & Independence
- ❖ Education, Training, & Information
- ❖ Cooperation among Cooperatives
- ❖ Concern for Community

For more information (link):
<https://www.ica.coop/en/cooperatives/cooperative-identity>



The Cooperative Principles are guidelines by which cooperatives world-wide put their values into practice. They are *universal* in that cooperatives of all types, all over the world, have contributed to them and continue to value them.

These are:

- Voluntary and open membership
- Democratic member control
- Member economic participation
- Autonomy and independence
- Education, training, and information
- Cooperation among cooperatives
- Concern for community

Seven cooperative principles.

If you're interested in knowing more about them, you can follow the link at the bottom of the slide.

For more information: <https://www.ica.coop/en/cooperatives/cooperative-identity>

Governance Process

Policy Governance™

(link: www.carvergovernance.com)

- ❖ Ends
- ❖ Executive Limitations
- ❖ Board-General Manager Linkage
- ❖ Board Governance Process

(link: [Board Policies + Policy Register](#))



At our Board meetings, we use a special governance process called Policy Governance™.

Once elected, you will learn more about Policy Governance.
If you're curious now, you can follow the provided link for more information
(www.carvergovernance.com).

Over the years, our Board has developed a set of written policies that we call a Policy Register, based on Policy Governance principles.

They are organized into four sections:

The first section is simply a restatement of the Ends statement (which you saw a few slides ago), which sets the tone for our strategic thinking and doing.

The second section is Executive Limitations, which sets guardrails for the General Manager in terms of finances, assets, communications, customer treatment, for example.

The third section is about linkage between the Board and the General Manager. The set of policies under this section sets guardrails for the interactions between the Board and the General Manager.

The fourth and final section is Board Governance {rocess, which sets guardrails for us -- for the Board's actions, including our relationships with the store as embodied in the General Manager, our roles, and our Code of Conduct.

If you'd like to look at the policy register you can follow the link at the bottom of the slide.

Three Rivers Market's Board Policies and Policy Register:
<https://tinyurl.com/TRMBODPolicies>

Board Commitments

- ❖ 3-year term
- ❖ Monthly 2-hr meetings
 - 2nd Thursday
- ❖ Ongoing listserv, committee work, & policy monitoring
- ❖ Annual meeting
 - early December
- ❖ Board development training
 - January in Asheville (usually)
- ❖ Two full-day TRM Board retreats
 - April & October



You're probably wondering what your commitments would be should you be elected to the Board.

- You will be elected to a three-year term.
- We ask you to participate in a two-hour meeting, once a month. We generally hold those meetings on the second Thursday of every month, but that is certainly changeable depending on the prior commitments of the Directors.
- You would have an ongoing commitment to monitoring the email conversation that occurs over our listserv.
 - If you form part of a committee, then any committee work that's happening.
 - And policy monitoring -- that's an aspect of the policy governance process that I mentioned earlier.
- We ask you to attend our annual meeting in early December. This is the meeting that takes place between the Board Directors and our members.
- We also ask that you attend a Board development training workshop that typically happens in January, usually in Asheville, North Carolina.
- And then we hold two full day retreats, one in April and one in October; they each take place on a Saturday.

Board Support

❖ Governance Budget (0.25% of sales)

- Stipend
- Travel + lodging reimbursement

❖ Access to Board Consultation

- via [Columinate](#)

❖ Group communication + archiving

- via the [Board's Groups.io site](#)



Here are the ways in which the work of the Board is supported by the cooperative:

We have a governance budget, which includes a stipend for each Board Director and reimbursements for planned events, such as out of town retreats or Board development workshops. The amount of money that's included in the governance budget is determined by a certain proportion of store sales.

We also benefit from consultation services from Columinate. Columinate is a cooperative that is dedicated to consultation services to cooperatives -- so it's a cooperative of cooperatives. If you're interested in Columinate's work, you can follow the provided link (<https://columinate.coop>).

And finally, we have a web platform through Groups.io that supports our Board listserv, or email messaging system. Plus, it archives those emails, and any files used in our Board work. (<https://groups.io/g/ThreeRiversMarketBOD>)

Next steps

❖ Read through Candidate Application Packet

(link: [Election Pamphlet & Election Application](#))

❖ Read Board Code of Conduct

(link: [Board Policy #D4](#))

❖ Attend a Board meeting before October 1st

(to arrange, e-mail: board@threeriversmarket.coop)

❖ Submit application by October 1st

(e-mail to: election2021@threeriversmarket.coop)



Your next steps as a candidate are to:

- Read through the candidate application materials. (You can find those materials by following the provided link).
 - Read the Board Code of Conduct. If you're elected, we will ask you to sign your acknowledgement of the Code of Conduct at the very first meeting that you attend. You can find the Code of Conduct by following the link to the Board Policy Register and then scrolling through until you find Board Policy #D4.
- You should attend a Board meeting before you turn in your candidate application. To arrange your attendance, please email board@threeriversmarket.coop.
- And finally, submit your application by the early October deadline, by sending it to the provided email (election2021@threeriversmarket.coop).

Link to Candidate Application: <https://tinyurl.com/TRMBOD2021Election>

Link to Board Code of Conduct, Policy #D4: <https://tinyurl.com/TRMBODPolicies>

Questions?



Email:

election2021@threeriversmarket.coop



If you have any questions about candidacy or Board service, please feel free to email us (and we'll get back to you as soon as possible).

Thank you for participating in the cooperative's democratic process.

We wish you the best of luck in your candidacy.