

August 23, 2020

Dear Members,

2020 BCCA Board Nomination Package

Enclosed is our nominations package, including background on BCCA and requirements for Directors, a list of existing Board members and staff, and our Nomination, Declaration and Consent form.

This year, BCCA is seeking candidates for four board vacancies (two-year terms). The BCCA has identified a need for a number of skills among Board members, including but not limited to Human Resources and Risk Management.

Nominations **must** be received by noon on **September 3, 2020**. Please Include a short 50-word bio and a recent colour photo with your nomination form. The election will take place at the on-line **AGM on October 15, 2020**.

If you require any further information, please don't hesitate to contact Marla Gagnier, Administration and Member Service Coordinator at membership@bccacoop.

Regards,

Michelle Iverson and Karen McDonald
BCCA Nominations Committee

About the BCCA

Our vision is a strong and resilient co-operative economy in BC.

The mission of the BCCA is to advance the co-operative sector by promoting the co-op model, supporting the growth of new co-ops, strengthening existing co-ops and connecting the system through knowledge sharing and collaboration.

Through our work, we advance the vision of a strong and resilient co-operative economy in BC. We do this by:

- **Strengthening** existing co-ops through the sharing and development of resources and best practices
- **Promoting** co-ops and enhancing awareness and appreciation for the model amongst elected government officials, government staff, academics, youth and entrepreneurs
- **Growing** more co-ops by supporting innovation of new models and providing tools and referral services for co-op start-ups
- **Connecting** the system by bringing co-ops together to share insights and best practices and creating strong partnerships and collaborations with like-minded organizations.

Our 2019-2021 business plan is focused achieving outcomes in four key areas:

Government Relations. BCCA is the only organization that represents the collective interests of co-ops across the province. We believe that together, in solidarity, we can work to create a more supportive regulatory environment for co-operatives to thrive. We also believe that co-ops can be an integral part of a responsible COVID-19 recovery strategy for the province.

Knowledge Sharing and Wayfinding. We support our members in accessing the information and resources they need to grow or strengthen their co-operative. We do this through our newsletter, social media and convening events like our Co-op Cafes and our sold-out Co-op Week Innovation Forum held this past October. We also support new co-operatives to access resources by providing free initial consultations and then referring them to partner organizations, and through the Co-operate Now boot camp designed to kick-start new co-ops across the province.

Co-operative Education. We know that the general public's understanding of co-operatives is low and this translates into missed opportunities for our members in terms of customer loyalty, brand resonance, and talent acquisition. Through our Open On-line Co-op Educational Resources, Co-ops in Schools program and Co-ops 101 workshops, we work to educate people – primarily youth 19-29 - about the many benefits of the co-op model and encourage them to engage with their local co-operative businesses and credit unions.

Organizational Stability. The BCCA is a small not-for-profit co-operative fully funded by our members through dues and grants. Through prudent financial management, we are in a good financial position with a strong balance sheet relative to other provincial associations. While we are proud of our independence from government funding, we know we need to do more to connect with our members. Membership in the BCCA is a tangible demonstration of the co-operative values and principles in action. We are all connected by

a shared vision for a stronger co-operative economy in BC. However, we also know that some of our members are asking for more. This means we need to hone our value proposition and engage our members to better understand their needs and how the BCCA can help in meeting those needs. And while we know that the diversity of our membership can make this challenging, we also believe that there is inherent value in this diversity – for example, in attracting government support. There are also many common issues across co-ops that we can work on together, such as governance, member engagement, and community impact.

Key Facts:

- ❑ BCCA represents nearly 90 co-operatives and credit unions across British Columbia. BCCA's members work to build BC's co-operative economy in large and small communities. Members work across a diverse range of sectors – from retail goods and services to financial services, car-sharing, alternative energy and transportation.
- ❑ BCCA provides a collective platform for our members to participate in customized programs and services, receive the latest sector information, connect and share ideas, and benefit from our ongoing advocacy and lobbying efforts.
- ❑ BCCA works to increase interest in, and demand for, the goods and services produced by co-ops and credit unions across BC, and to raise the co-op sector's visibility and community impact.
- ❑ BCCA works alongside the Upper Columbia Co-op Council, which was formed in partnership with the BCCA to strengthen and raise awareness of the vibrant co-op sector in the Kootenay and Boundary regions of Southeastern BC.
- ❑ BCCA is one of 9 provincial co-operative associations, and a member of Co-operatives and Mutuals Canada (CMC). Through its affiliation with CMC, BCCA works to build Canada's co-operative sector.
- ❑ BCCA is also part of a global co-op movement led by the International Co-operative Alliance (ICA) outside Canada and led nationally by CMC. Through these alliances, we gain support to accelerate and strengthen our local co-op movement, build partnerships with other social impact organizations, and contribute to the transition to a social economy in BC.

Requirements, responsibilities and information for Directors

Authority & Responsibility

The Board of Directors is the legal authority for the British Columbia Co-operative Association. As a member of the Board, Directors have a fiduciary responsibility to the organization and are accountable to its members. The Directors set strategic direction and are responsible for ensuring best governance practices and oversight for the management and programs of BCCA.

Qualifications

Directors must have a background in co-operatives or credit unions, preferably at the senior management or board level. In addition, knowledge or experience in the following areas is preferred: marketing and communications, finance, business acumen, policy development, human resources and board governance. The director must have a legal connection (e.g., member, director, employee) with an existing member of BCCA

Term

Directors are elected at the Annual General Meeting for a two-year term. Terms are staggered such that the Board will always have some continuing Directors.

Tasks & Duties

Directors must agree to

- Attend bi-monthly Board meetings by teleconference and quarterly in-person meetings (subject to Covid-19 developments)
- Serve on one or more Committees of the Board.
- Prepare for and participate in the discussions and deliberations of the Board.
- Attend the Annual General Meeting.
- Work with the Board to establish short & long-term goals, objectives and priorities through strategic planning.
- Monitor the effectiveness of BCCA through regular review of programs and services.
- Carry out annual performance reviews of the Executive Director and take appropriate action.
- Promote the services and programs of BCCA through events and community and sector networking.

Governance Principles

Directors must agree to

- Govern BCCA in accordance with policy and bylaws established by its members.
- Uphold the Mission, Vision & Values of BCCA.
- Be aware of and disclose any conflicts of interest.
- Recommend policy/bylaw revisions to the membership.
- Act honestly, in good faith and in the best interests of BCCA.
- Treat in confidence all matters and information involving BCCA, its board of directors, its committees, its employees and its members.
- Exercise the care, diligence and skill of a reasonably prudent person under comparable circumstances.

2019-2020 Board Members

<u>Ben Hyman</u> , <i>Chair</i>	<u>BC Libraries Co-op</u>
<u>John Kay</u> , <i>Vice-Chair</i>	<u>Realize Strategies Co-op</u>
<u>Karen McDonald</u>	<u>Central 1 Credit Union</u>
<u>Zoë Creighton</u>	<u>Upper Columbia Co-operative Council</u>
<u>Mary Childs</u>	<u>CoopZone Developers' Network Co-op</u>
<u>Michelle Iversen</u>	<u>CHFBC</u>
<u>vacant</u>	<u>Vancity Credit Union</u>
<u>Christian Brandt</u>	<u>One Big Table</u>
<u>Phil Baudin</u>	<u>The Co-operators</u>
<u>Patrick Nangle</u>	<u>Modo Car Share Co-op</u>
<u>Patrick Barbosa</u>	<u>Mid-Island Co-op</u>

Staff

Co-operative Education Coordinator

[Iva Jankovic](#)

Administration and Member Services Coordinator

[Marla Gagnier](#)

Communications Manager

[Jackie Sargent](#)

Executive Director

[Andrea Harris](#)

CANDIDATE'S NOMINATION, DECLARATION AND CONSENT

OFFICIAL NOMINATION FOR BCCA BOARD OF DIRECTORS

I, the authorized representative of _____, being a
(Name of BCCA Member Organization)

Member of the British Columbia Co-operative Association, do hereby nominate

_____ for the position of Director of BCCA
(Name of Nominee)

for a two-year term beginning October 15, 2020.

Dated: _____ Signed: _____
(Representative of Member Organization)

Name of Representative: _____

Title: _____

Organization's Head Office Address: _____

Please ensure that the Candidate completes the Declaration and Consent section of this nomination form.

CANDIDATE'S DECLARATION AND CONSENT

I, _____, declare that I am a candidate for the position of
(Name of Candidate)

Board Director and I consent to serve in that position if I am elected. I am a Board Director,
officer, member or employee of _____
(Name of Co-op)

I am at least eighteen (18) years of age, have not been found by a court to be incapable of
managing my own affairs, and am not an undischarged bankrupt.

I am not in arrears to my co-operative.

Witness Signature

Candidate Signature

Date

Date

Name: _____

Name: _____

Address: _____

Address: _____

City: _____

City: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

You must submit this nomination and declaration form to BCCA by September 3, 2020, to have your candidacy information included on our website and as part of our AGM package. Please include a 50-word bio and a recent colour photo with this nomination form.