



BCCAcoop

Building BC's
Co-operative
Economy

503-535 Thurlow Street
Vancouver, BC V6E 3L2
604.662.3906
www.bcca.coop

April 20, 2021

Dear Members,

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

This year, BCCA is seeking candidates to fill board vacancies, and serve 2-year terms. The BCCA has identified a need for a number of skills among Board members; we especially welcome candidates with knowledge and experience in one or more of the following:

- Financial and Accounting
- Fundraising skills and contacts
- Government Relations
- Strategic Development
- Governance & HR
- Marketing and Communications

If you are interested in running for the Board, please complete the nomination form in this package, attach a short (50-words or less) bio and recent colour photo to your nomination and send it to membership@bcca.coop.

Nominations **must** be received by noon on May 12th, 2020. Please note that late nominations will not be accepted. The election will take place at the **AGM on June 4, 2020.**

If you require any further information, please do not hesitate to contact Marla Gagnier, Administration and Member Services Coordinator at membership@bcca.coop

Regards,

Karen McDonald and Phil Baudin, BCCA Nomination Committee



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About the BCCA

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.

The BC Co-operative Association (BCCA) is a member-owned co-operative, representing the collective interests of co-operatives and credit unions across the province. Our membership is diverse, with nearly 100 members from throughout British Columbia working in range of sectors – from retail goods and services to financial services, car-sharing, alternative energy, and transportation.

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

1. **Promoting** and enhancing awareness of the co-operative model amongst elected officials, government staff, entrepreneurs, youth, academics, and the general public.
 - BCCA provides an avenue for our members to amplify their voices and raise their concerns with the provincial government through the BCCA's government relations and advocacy activities. We actively listen to our membership and rely on the concerns raised by them to build out our advocacy platform.
 - BCCA personally connects with youth aged 19-29 to educate them about the benefits, opportunities, and co-operative difference within co-ops through the delivery of programs, such as Co-ops in Schools, across the province.
2. **Strengthening** cooperatives through the sharing of best practices and development of programs and resources.
 - BCCA is a trusted resource that can provide people interested in starting co-ops with the information and referrals they need for successful start-up. One of our co-op development tools is our free and in-depth Cultivating Coops Guide which has supported over 520 prospective co-operators.
 - BCCA offers shared resources and best practices when tackling co-op specific opportunities and challenges such as governance, member engagement, and employee orientation.
3. **Growing** more cooperative businesses, by supporting the innovation of new models and providing tools and referral services for coop startups.
 - BCCA supports the growth of new co-operatives in rural and urban communities across BC, creating employment and opportunities. For example, our Co-operate Now business bootcamp has had over 120

entrepreneurs complete the program, many of whom have created co-ops across the province in Nelson, Prince George, Nanaimo, Surrey, Gulf Islands, Victoria, Bowen Island, Squamish, Vancouver, and more.

4. **Connecting** the system, by bringing coops together to create strong partnerships and collaboration to amplify our shared values, market visibility, and sector strength.
 - BCCA keeps members connected to other co-ops and credit unions through the sharing of information, opportunities, and updates via our bi-monthly newsletter, social media network, and events.
 - BCCA highlights, shares, and celebrates member successes and stories with other co-operators and the broader public through our communications channels.

The BCCA works alongside the Upper Columbia Co-op Council (UCCC), 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.

As one of nine provincial co-operative associations across Canada, the BCCA is a member of Co-operatives and Mutuals Canada (CMC). Through its affiliation with CMC, BCCA works to build Canada's co-operative sector. The 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 monthly Board meetings by teleconference and quarterly in-person meetings.
- Serve on one or more Committees of the Board.
- Prepare for and participate in the discussions and deliberations of the Board.
- Attend members' meetings and 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.

2020- 2021 Board Members

President – Ben Hyman

Vice President – John Kay

Treasurer – Michelle Iverson

Director – Devan McClelland

Director – Karen McDonald

Director – Phil Baudin

Director – Eden Yesh

Director – Patrick Nangle

Director – Andrea Harris



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Staff

Co-operative Education Coordinator

Iva Jankovic

Administration and Member Services Coordinator

Marla Gagnier

Communications Manager

Corinne Crengle

Executive Director

Paul Cabaj



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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 June 4, 2021.

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.





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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: _____

The nomination and declaration form must be received by BCCA by May 12, 2021 in order for your candidacy information to be included on BCCA's website and as part of our AGM package.

All nominees MUST include a 50-word bio and a recent colour photo with this nomination form.