



BCCAcoop

Building BC's
Co-operative
Economy

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www.bcca.coop

March 31st, 2022

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 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:

- Governance & HR
- Financial and Accounting
- Fundraising Skills and Contacts
- Government Relations
- Marketing and Communications
- Change Management

Nominations *must* be received by noon on **April 21st, 2022**. Late nominations will not be accepted. Please include a 50-word bio and a recent colour photo with your nomination form. The election will take place at the **AGM on June 2nd, 2022**.

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

Regards,

John Kay, Jamie Bohach and Christopher Bodnar, BCCA Nominations Committee.



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.



- **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. BCCA has also begun working more closely with the Alberta Community & Co-operative Association. The two organizations share the same strategic vision of advancing co-operatives in Western Canada, and collaboratively work together on various projects and initiatives. The two organizations also share staff and Executive Director, Paul Cabaj.

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 quarterly bi-monthly monthly hybrid/virtual Board meetings either in-person, or via zoom.
- Attend necessary joint meetings between the ACCA + BCCA Boards, including strategic sessions to discuss the ongoing collaboration between the two organizations.
- Serve on one or more Committees of the BCCA 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 rules established by its members.
- Uphold the Mission, Vision & Values of BCCA.
- Be aware of and disclose any conflicts of interest.
- Recommend policy/rules 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.

2021- 2022 Board Members

President – Ben Hyman
BC Libraries Co-operative

Vice President – John Kay
Realize Strategies Co-operative

Treasurer–Michelle Iversen
Co-operative Housing Federation of BC

Director – Kuan Jian-Foo
Veridian Energy Co-operative

Director – James Grieves



Catalyst Strategies

Director – Lisa Schmitke
First West Credit Union

Director – Patrick Nangle
Modo Co-operative

Director – Andrea Harris
Vancity Credit Union

Director – Christopher Bodnar
Glen Valley Organic Farm Co-operative

Director- Jamie Bohach
The Co-operators

Staff

Co-operative Education Coordinator
Madelyn Read

Research and Education Partnership Manager
Iva Jankovic

Administration and Member Engagement Coordinator
Marla Gagnier

Director of Communications/ACCESS
Corinne Crengle

Communications Coordinator
John Vandenberg

Executive Director
Paul Cabaj

Co-op Development Lead
Zoë Creighton

Director Co-operative & Government Relations
Elvy Del Bianco



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, 2022.

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 April 21st, 2022 to have your candidacy information included on our website and as part of our AGM package.

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