



**Roger Woods** President • **Kim Green** Vice President • **Susan Serafini** Treasurer • **Stephen Jukuri** Secretary  
**Cathy Campbell-Olszewski** • **Joan Chadde** • **Cynthia Hodges** • **Rebecca Matuszak** • **Whitney Warstler**

## Welcome Letter to Board of Directors Candidates

Dear Prospective Board Candidates,

Thank you for your interest in running for a 3-year term on the Keweenaw Co+op Board of Directors. We appreciate your desire to contribute to the Co-op community through board service.

This is an exciting time to serve on the Board of Directors. We are planning on moving to our new facility in 2024. The Board will play a critical and active role in preparing for this project, and board owners will make decisions that could have a profound effect on the future of the Co-op. Board members contribute 12 - 15 hours per month.

Our board operates under a system called Policy Governance, whereby the board sets the overall operational goals and parameters for management and then monitors their implementation. We focus most of our attention on the big picture and our community: assessing and revising policy in terms of our shared values and priorities, monitoring for significant changes in the fiscal and retail environment, and engaging our owners and the greater community in assuring that the Co-op remains positioned to serve our community's changing needs.

The materials included with this letter will provide a more detailed explanation of the responsibilities of board service. To be nominated for the 2024 Board of Directors, all candidates are required to complete an application and attend at least one regular monthly board meeting, no later than March 13, 2024 and a one-hour orientation session. Meetings are currently held in-person (Zoom can occasionally be an option) on the second Wednesday of each month from 6 - 8 pm. To request a copy of the monthly board meeting agenda and materials, and to let us know you plan to attend, please contact [nominations@keweenaw.coop](mailto:nominations@keweenaw.coop) at least three days before the meeting.

If you have any questions or would like to discuss board service in more detail, please contact us, the Owner and Community Outreach Committee, at [nominations@keweenaw.coop](mailto:nominations@keweenaw.coop). We look forward to adding you to our slate of candidates for 2024!



**Locally Owned & Operated Since 1973**

**Candidate Application**

**Keweenaw Co+op Board of Directors**

For nomination to 3-year board term: April 2024 to April 2027

**Deadline for this Application:** March 1, 2024

**Last chance for required attendance at one board meeting:** March 13, 2024

Important Notes:

- Only owners of the Keweenaw Co+op are eligible to apply to become a candidate and run for election. If you aren't an owner already, just sign up!
- Candidates must attend at least one monthly board meeting to complete their nomination.
- Candidates must attend a one-hour orientation session.
- Information submitted with this application will be published for Co-op owners to consider when voting.
- In addition, all board candidates will be invited to participate in a public forum with Co-op owners.
- We encourage you to read all accompanying materials about board service expectations, and review current policies and bylaws on the Co-op website.
- If you have any questions about board service, please direct them to the Owner and Community Outreach Committee at [nominations@keweenaw.coop](mailto:nominations@keweenaw.coop). We'll be happy to talk with you at length about board service, expectations, and responsibilities.

# What Keweenaw Co+op Board Directors Do

- Serve as the link between Co-op Owners and the General Manager, the Board provides the vision and guidance for the organization.
- By regular monitoring of the governance policies, the Board ensures that the Co-op is ethically managed.
- Through the regular examination of fiscal reports, the Board monitors the financial health of the Co-op.

## Board Members Duties and Responsibilities

- A. Read, understand, and uphold the Keweenaw Co+op, Inc. (KCI) Policies and Bylaws.
- B. Regularly attend Board meetings.
- C. Use provided meeting materials to become informed, participate actively, and support group discussions.
- D. Attend all meetings of the General Ownership.
- E. Share with other Directors in committee and task-force work.
- F. Fulfill commitments within agreed upon deadlines.
- G. Maintain a current knowledge base about the KCI's programs and staff
- H. Be easily accessible to Owners, Staff and other Board Members as needed.
- I. Serve as an advocate for KCI.
- J. Disclose conflicts of interest immediately.
- K. Keep confidential information confidential.

## More details:

The Board meets monthly on the second Wednesday of the month in the Community Room at the Co-op from 6:00 - 8:00 p.m. with an optional time for socializing from 5:30 - 6:00 p.m. Most of the work is done between meetings via email and/or face-to-face meetings that involve committee work. Directors contribute an average of 12 to 15 hours monthly. Currently, Board Members receive a \$960 per year stipend, distributed quarterly as store credit. The most significant rewards, though, are the ones we find within ourselves. Being part of Keweenaw Co+op is truly amazing, not for the external benefits, but for the sense of community, purpose, and shared values that it brings into our lives. It's a wonderful feeling to be connected with an organization that aligns with our beliefs and allows us to contribute to a greater good.

To apply for a BOD position, please complete [this form](#) and email a photo of you to [nominations@keweenaw.coop](mailto:nominations@keweenaw.coop)