

2011 Board of Directors Information & Candidate Application

Thank you for your interest in serving as a member of the St. Peter Food Co-op's Board of Directors.

This is an exciting time to be involved in the co-op! With our newly relocated and expanded store, increased products and services, and nearly 2000 Member-Owners, the co-op is a thriving, important part of this community.

The Board of Directors plays a critical role in ensuring the continued success and health of this vital organization! We represent our Member-Owners in determining appropriate organizational performance. We are engaged primarily in developing the vision and long-term viability of the co-op. We do not run the store, nor do we have direct control over its daily operations.

We need 4 Member-Owners to serve as Board Members. In this packet, you will find:

- Information about Board Structure
- A list of Board Member Expectations
- Overview of the Policy of Governance Model
- A Candidate Application Form

Completed applications are due on **Monday, August 22, 2011 by 9 p.m.** and can be submitted one of the following ways:

- Mail:
St. Peter Food Co-op
Attention: Board Election Committee
228 Mulberry Street
St. Peter, MN 56082
- In Person:
Please drop off at the Customer Service Desk or with a cashier
- Via Email:
Please send to joe.strong@stpeterfood.coop

If you have any questions or concerns, please contact Joe Strong, Board Election Coordinator (joe.strong@stpeterfood.coop or (507) 351-0575).

Thank you for your interest in serving.

Board Structure and Responsibilities

The co-op is governed by a Board of Directors that is elected by the Member- Owners. The Board is directly accountable to the Member-Owners for the activities and accomplishments of the store. Specifically, the Board is responsible for:

- Representing the interests of the Member- Owners by understanding their values and vision for the store
- Developing, monitoring and revising a body of policies that guide the store to achieving outcomes that are consistent with the Member- Owners' values and vision
- Ensuring, through consistent monitoring mechanisms, that the Board of Directors continually supports management so they are well positioned to meet the goals and values of the coop

Expectations

Without question, governing an organization effectively is a serious commitment. However, the Board is a team, sharing responsibilities in a way that make work a manageable part of the members' lives.

Board expectations are as follows:

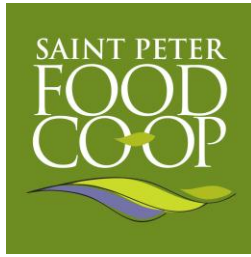
- A solid three-year commitment to the Board of Directors
- Familiarity with and adherence to the co-op's Bylaws and Board policies
- Preparation for and attendance at monthly board meetings (time commitment averages 5-8 hours per month). Meetings are typically held the last Thursday evening of the month.
 - ✓ Attendance at Board training sessions and annual retreat
 - ✓ Attendance at Annual Meetings
- An ability to actively and regularly participate via our online wiki page as well as email
 - ✓ Active participation in the board's meetings, committee work, training sessions and recruiting activities
 - ✓ Ability to understand financial statements
- A genuine interest in cooperative issues and our community
- A willingness to take responsibility for Board duties and work together with understanding, mutual support, and respect to make decisions that will enhance the viability of the co-op
- An ability to keep information and materials confidential

In return, Board Members

- Receive training in Policy Governance and other specific areas as needed
- Build skills in group dynamics and group process
- Have the opportunity to ensure the success of community-owned cooperative
- 20% discount

Policy Governance

The Board of Directors of the St. Peter Food Co-op operates using John Carver's model of Policy Governance®. This model of Board leadership results in the board using very little of its time making operational decisions. Rather, the Board focuses its attention on the strategic direction of the cooperative, linking with Member-Owners, and evaluating management performance. Policies have been developed by the Board outlining how the Board functions, how authority is delegated to management, what limitations management may have and to what ends. Management then reports to the Board in written monitoring reports as to compliance or non-compliance with these policies.



Board of Directors Application Form – 2011 Election

The information you provide on this application form will be printed in a special election flyer and distributed to the co-op membership along with a ballot in the October newsletter. Please limit your answers to 25 words or less; however, we may need to edit your answers due to space considerations. We also require a photo of you suitable for publication. You can submit your own photo with this application or email it to marketing@stpeterfood.coop.

Please print clearly & legibly.

Name: _____ Member # _____
(As you would like it to appear on the ballot.)

Address: _____

City, State, Zip: _____

Daytime Phone: _____ Evening Phone: _____

Email: _____

Present Occupation: _____

Education (include degrees earned, institution, and specialization): _____

Special Interests & Hobbies: _____

1. Why are you interested in serving on St. Peter Food Co-op's Board of Directors?

