



### **MISSION:**

At Natural Harvest Food Co-op, we are committed to a sustainable future through communication, cooperation, and education. We provide quality food, products, and services for the health and well-being of our families, our community, and our planet.

## **Natural Harvest Food Co-op (NHFC) Board of Directors Board Meeting Owner attendance Guidelines & Etiquette**

**We Encourage Owner Engagement** - Attending a board meeting is a meaningful way to participate in your coop. You are welcome to attend a board meeting if you wish.

If you have comments to share, please register in advance and submit a summary of your comment request at least 10 days prior to the scheduled board meeting.

Only issues relevant to the Board are considered. Relevant issues include matters related to Owner benefits, Owner equity and capital, Committee activity, issues related to bylaws, and questions about the overall operations of NHFC. Matters not relevant to the Board include, but are not limited to, store policies, advertising policies, product line selection, donations to community organizations or activities, or any specific issue of the retail organization that the board has delegated to the General manager.

The Board of Director's (BOD's) responsibility is to develop, implement, and monitor policies to articulate the vision and mission of the NHFC. The General Manager serves as the BOD's sole employee, and the BOD collaborates closely with them to set the NHFC's vision, ensure that the policies align with the vision, and work to best serve the needs of the Owners and all those who interact with the NHFC.

Kindly note that the BOD operates as a unified voice/entity. While the BOD values Owners' input, individual directors cannot respond on behalf of the entire board.

### **Meeting Protocol:**

- Meetings start promptly at 5:30 p.m.
- At the onset, Owners are invited to share their remarks with the BOD. Each Owner will be allocated up to 5 minutes, depending on the number of attendees.

### **Respectful Communication:**

- Identify yourself clearly when speaking
- Keep comments concise, relevant and within the allotted time
- Address the governing body respectfully, and refrain from disruptive behavior
- Avoid personal attacks and inflammatory language

Following the Owner's remarks, the open business meeting will commence.

Questions will not be responded to during the comment period but will rather be followed up by staff or a board member at a future time.

If the allocated time is insufficient to express insights, concerns, or comments, the BOD encourages Owners to share them via email or letter.