

**HARVEST BOARD OF DIRECTORS**  
**MARCH 6, 2017, 6:30 PM — CCTV — CAMBRIDGE**

**Meeting Guidelines**

**BoD Meeting Purpose:** The primary purpose of Board meetings is to make decisions related to the governance of the Co-op. Although there will always be some time for discussion at meetings, we expect in-depth discussion to happen between meetings in committees and/or between specific directors, staff, and members as needed.

**Member Comments:** Members are welcome at meetings to increase understanding of and involvement in Co-op governance. Member comment period is always provided, but as time is limited, comments during meetings should necessarily be kept brief. Discussion of comments during the meeting may not be possible due to time, but members will be given the opportunity to speak with a relevant director or staff member if they wish to discuss concerns in-depth.

**Respectful Communication:** Diverse members, directors, and staff make us a strong Co-op. We welcome diversity of opinion, and assume best intentions when listening to each other - we all want what is best for the co-op, although we may disagree on what that means or how to get there.

**MEETING AGENDA**

TIME	TOPIC	ACTION	FACILITATOR	DOCUMENTS
5	Confirm agenda	Approve	Lydia	Agenda
10	Member comment (open to Co-op members)	Listen	Lydia	None
5	Minutes & action item review	Decide	Lydia	February Minutes and Action Items
45	Committee Reports <ul style="list-style-type: none"> <li>● Finance</li> <li>● GM Search</li> <li>● Member Engagement</li> <li>● Board Development</li> <li>● Executive</li> </ul>	Listen	Ellen Lydia Kashif Meghan/Lydia Meghan	None
30	GM Monitoring <ul style="list-style-type: none"> <li>- Products</li> <li>- Financial condition</li> </ul>	Decide	Wynston	GM Monitoring Report
5	IGM Contract review	Discuss and Decide	Lydia	TBA
10	Notes on Harvest: Proposal for Change	Decide	Lydia	Proposal and subsequent email exchanges
10	Board Monitoring	Decide	Lydia	Board Monitoring summary
10	Administrator Role	Discuss	Lydia	None
Time Keeper: Dwayne				
Close Member Session				
Total minutes: 130 (1 hour + 10 minutes)				

*Please note: This agenda is subject to change.*