

Bluff Country Co-op Guests' Guidelines for Board Meetings

Thank you for attending our Board Meeting for Bluff Country Co-op. Your interest as an Owner is important to us. As an elected Board of Directors, we want to represent our Owners well, and welcome your input and participation in decision making. The Board of Directors is the legal governing body of Bluff Country Co-op, with a duty to act in the interest of the Co-op. As such, the Board defines the vision of the Co-op, sets policies to reach that vision, and works to best serve the needs of our Owners to ensure a sustainable future for our Co-op.

What to Know Before the Meeting:

- Board meetings are typically scheduled the 3rd Monday of each month, 6:00pm - 8:00pm, in the Community Room at Bluff Country Co-op. Please plan to arrive before the start of the meeting. Owners may remain for the entire meeting or are welcome to leave at any time.
- The Board meeting agenda always includes an "Owner Member Forum." This agenda item provides an opportunity for Owners to come forward with their concerns. It is helpful, but not required, for Owners to provide the Board President with a summary of the topic to be discussed to allow Board Members time to prepare for the agenda item(s).
- Due to our busy agenda, please limit your comments to five minutes. For longer comments or concerns, you may send an email or letter to the President, who can share it with the Board of Directors.
- You may speak with any Director at any time regarding questions or feedback, but please be aware that the Board speaks with one voice, meaning the Director cannot respond to you on behalf of the Board without discussing your concerns at a meeting.

Guidelines for Participating During the Meeting

- During the "Owner Member Forum" agenda item, you will be invited to participate. Please limit your comments to five minutes. We encourage you to stay for the rest of the meeting, but you are welcome to leave at any time.
- When the Board is discussing other agenda items, we ask that you listen quietly and not interrupt the Board during discussions and voting.
- Owners and other attendees may be required to leave if the Board enters Closed Session (e.g. Executive Session) to discuss personnel, legal, financial, or other confidential or sensitive matters.

The Board values Owners' questions and feedback. Questions and feedback raised by Owners may be discussed further by Directors at this or another board meeting. Questions and feedback that are related to store management will be directed to the General Manager for a response or next steps.

Thank you for your investment in the Co-op. Feel free to contact the Board President with any feedback or concerns you may have.