

# **Nomination Policy & Form:**

## **East Lansing Food Co-op Board of Directors**

The co-op is on the move! We are about to take the first concrete steps towards opening our owner-approved year-round farm market store. If you would like to be part of this transformation, and believe you can bring energy, knowledge, and enthusiasm to this challenge, please seriously consider running to become a member of the ELFCO Board of Directors.

### **On behalf of the owner/members of ELFCO, the Board of Directors of the East Lansing Food Cooperative:**

- Undertake long range visioning and planning for ELFCO;
- Exercise oversight of ELFCO through the project and/or general manager it hires, consistent with the ELFCO by-laws and Policy Register;
- Engage and communicate with ELFCO owners to represent their interests in governing the food co-op.

**Positions on the Board:** The 2014 By-laws allow for up to nine (9) members of the Board of Directors with 3 year terms. If a vacancy occurs on the Board, a nominee may be appointed to complete the term of office held by the Board member vacating the office.

### **Board Member Expectations and Responsibilities:**

- Prepare for, attend, and participate in Board meetings and Special Meetings as needed. Regular Board meetings are held monthly with the schedule to be determined by the Board members' availability, and generally lasting 2 hours.
- Respond promptly (within 48 hours ideally) to ELFCO Board emails and/or voice mail messages.
- Attend the ELFCO Annual Meeting, the official meeting of the owner-members of the East Lansing Food Cooperative, usually held in April.
- Become familiar with ELFCO Bylaws, cooperative principles (attached), and other relevant governance documents, as well as ELFCO financial and other information necessary to make informed decisions regarding business decisions for ELFCO.
- Serve on and/or lead ELFCO transformation committees as needed. This is especially important during this period of transition.

**Who is eligible to run:** Current ELFCO owners are eligible to run for the Board of Directors with the following qualifications:

- You must be 18 years or older;
- You or your spouse or partner does not have an interest in a wholesale or distributorship licensed business for the sale of alcoholic liquor in Michigan; and

- You or your spouse or partner does not hold law enforcement powers within the jurisdiction of the city or township where we establish a new storefront.

Nominees are expected to attend the ELFCO Annual Meeting, usually held in April. (Please let the Board president if you have a conflict that prevents you from attending).

All ELFCO owners are welcome to attend ELFCO Board meetings (please check the calendar on the webpage for time and location) and Board nominees in particular are encouraged to attend. Nominees are also encouraged to meet with current or past Board members and staff to have questions answered.

**Nomination Statements:** Qualifying ELFCO owners who wish to run for (or be appointed to) the Board are asked to fill in the questionnaire below. Nominees must submit their completed questionnaire to **Board President Stephen Gasteyer** by email at [gasteyer@msu.com](mailto:gasteyer@msu.com) OR by postal service mail to **ELFCO, PO Box 809, East Lansing, MI 48826. The deadline for submission is Sunday, April 7, 2019.**

**Balloting:** ELFCO owners elect Board members. (In the case of appointments to the Board—which may occur to fill a vacancy—the Board of Directors approves the nominee.) Nomination statements will be made available on the ELFCO website and must be submitted by a date to be determined by the Board in accordance with the Bylaws. Owners must provide their owner number to vote; there is only one vote per owner number. Owners may vote in one of three ways (please only choose one):

- by mailing a downloaded ballot from the website (details on the website);
- by emailing the ballot according to directions provided on the website; or
- by voting during the first hour of the ELFCO Annual Meeting.

Ballots will be counted by a committee made up of staff and volunteers appointed by the Board, and results will be announced before the end of the Annual Meeting.

*Note: Information about ELFCO governance, including By-laws and Policy Register, are available under the “Governance” tab at <http://elfco.coop>.*

# Nomination Form for the East Lansing Food Co-op Board of Directors

*Nomination Statement (must be submitted by or approved by nominee)*

**Request to be placed on the ballot to run for a seat on the ELFCO Board of Directors, or to be appointed to a seat on the Board of Directors in case of a vacancy.**

Please read the background on Nominations for the ELFCO Board of Directors (above), the cooperative principles (below), and familiarize yourself with ELFCO By-laws and the Board's Policy Register available on the website at <http://elfco.coop> or make a request of the staff by emailing to [staff@elfco.coop](mailto:staff@elfco.coop).

**E-mail a completed self-nomination statement to Stephen Gasteyer, ELFCO Board President, at [gasteyer@msu.edu](mailto:gasteyer@msu.edu), with the subject line "ELFCO Board Nomination." Alternatively, you can mail your nomination statement to: ELFCO, PO Box 809, East Lansing, MI 48826.**

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**Nominee Name:**

**ELFCO Owner number:**

**Email address:**

**Please answer the following questions:**

Why would you like to serve on the ELFCO Board of Directors?

What is your dream for East Lansing Food Cooperative?

How should the East Lansing Food Cooperative reimagine itself to serve our owners and the community?

What do you think ELFCO's role in our community should be? Why cooperatives?

Please offer any additional thoughts you would like ELFCO owners to know about your interest in ELFCO's future.

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## **COOPERATIVE PRINCIPLES\***

### **FIRST PRINCIPLE: VOLUNTARY AND OPEN MEMBERSHIP**

Cooperatives are voluntary organizations; open to all persons able to use their services and willing to accept the responsibility of membership, without gender, social, racial, political, or religious discrimination.

### **SECOND PRINCIPLE: DEMOCRATIC MEMBER CONTROL**

Cooperatives are democratic organizations controlled by their members, who actively participate in setting their policies and making decisions. The elected representatives are accountable to the membership. In primary cooperatives, members have equal voting rights (one member, one vote) and cooperatives at other levels are organized in a democratic manner.

### **THIRD PRINCIPLE: MEMBER ECONOMIC PARTICIPATION**

Members contribute equitably to, and democratically control, the capital of the cooperative. At least part of that capital is usually the common property of the cooperative. Members usually receive limited compensation, if any, on capital subscribed as a condition of membership. Members allocate surpluses for any or all of the following purposes: developing the cooperative, possibly by setting up reserves, part of which at least would be indivisible; benefiting members in proportion to their transactions with the cooperative; and supporting other activities approved by the membership.

### **FOURTH PRINCIPLE: AUTONOMY AND INDEPENDENCE**

Cooperatives are autonomous, self-help organizations controlled by their members. If they enter into agreements with other organizations, including governments, or raise capital from external sources, they do so on terms that ensure democratic control by their members and maintain their cooperative autonomy.

### **FIFTH PRINCIPLE: EDUCATION, TRAINING, AND INFORMATION**

Cooperatives provide education and training for their members, elected representatives, managers, and employees so they can contribute effectively to the development of their cooperatives. They inform the general public - particularly young people and opinion leaders - about the nature and benefits of cooperation.

### **SIXTH PRINCIPLE: COOPERATION AMONG COOPERATIVES**

Cooperatives serve their members most effectively and strengthen the cooperative movement by working together through local, national, regional, and international structures.

## **SEVENTH PRINCIPLE: CONCERN FOR THE COMMUNITY**

While focusing on member needs, cooperatives work for the sustainable development of their communities through policies accepted by their members.

\* Source: Ann Hoyt, "Cooperative Principles Updates," *Cooperative Grocer* #62, January - February 1996.

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#### **EAST LANSING FOOD COOPERATIVE ENDS:**

1. The community has access to organically and locally produced goods.
2. The community has access to products and services that promote personal and environmental health.
3. The community is educated about the benefits of healthy, organic, and sustainably produced goods.
4. The community has a vibrant local economy.
5. The cooperative infrastructure is supported.

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