

# BOARD OF DIRECTORS CANDIDATE INFORMATION AND APPLICATION – 2018



## **Who can run?**

Any owner in good standing may be a candidate for election to the Board.  
You must be current with your ownership payments or be paid in full.  
You should have shopped in the store during the last 12 month period.

## **Is experience necessary?**

No. You should have an interest in the future of Chatham Marketplace and be willing to spend the necessary time and thought to be an asset to the Board.  
Active participation, energy, common sense, the ability to listen and to work with others is all that is needed.

## **Application process (Due by June 1<sup>st</sup>, 2018)**

Submit Board Candidate Application (included in this packet).

Submit a candidate statement, 250 words or less. Submit a picture if possible. The statement should describe your involvement with Chatham Marketplace, qualifications for being a Board Member, and other reasons you have for wanting to be a part of the Marketplace Board.

**Include:** Name, phone number, e-mail address, owner number.

Indicate if you want your application information published. It is helpful for us to publish your information to serve as background information for owners voting on the board applicants. We will not edit your statement.

Submit via e-mail to: [cmboard00@gmail.com](mailto:cmboard00@gmail.com) or place hard copy in box on election information table in the store. It can also be mailed to Chatham Marketplace, 480 Hillsboro St., Suite 320, Pittsboro, NC 27312 Attn: BOARD Candidate.

## **Additional information for candidates**

### **Meetings to attend**

Candidates for the Board of Directors are required to attend at least one Board meeting prior to their candidacy. The next Board meetings are scheduled for May 23<sup>rd</sup> and June 27<sup>th</sup> at 5:30 PM at the Chatham County Library. Contact any Board member for details.

Also plan to attend the Annual Meeting Friday, June 1<sup>st</sup> at 6pm at Chatham Marketplace.

### **Campaign courtesies and behavior**

As a candidate, we expect you to run on your platform. Do not label other candidates or make allegations about them. Candidates cannot have access to the ownership address or phone lists. Candidates and their supporters are discouraged from spending money on campaigns.

### **Information about the Board**

The Board can have up to 9 board members, including Employee board positions and Consumer-Owner positions. For the upcoming election, we have one open seat. The Board term is 3 years. If reelected, Board members may serve 2 consecutive 3 year terms. For the upcoming 2018 election, the elected candidate will begin their term in August.

### **Time commitments**

The Board has been meeting monthly for up to 3 hours. Meeting dates and times are decided yearly by each new Board. There is also one required full-day annual retreat held locally during the fall.

Each Board member participates in a variety of activities to ensure and improve the health and future of Chatham Marketplace (CM) and to strengthen its role in the community. In addition to the monthly Board meetings, this might include participating in committee activities, educating the community about CM at Pittsboro 1st Sunday events, greeting owners at CM to get their input regarding ways to improve the co-op, helping to host events that support dialogue with CM owners such as movie nights, participating in brainstorming events with the Board or with CM owners to develop a vision for the future of CM, and hosting the annual owner meetings. The time commitment, including monthly meetings, averages about 10 hours per month. All Board members should take this commitment seriously.

## Legal liabilities

The Board of Directors has a fiduciary and legal responsibility to the owners. We do not exercise direct control of daily operations. The General Manager provides reports defined by the Board, which are used to assess the viability of the business. Board Members have the responsibility to keep informed and act in the best interests of the Co-op. If errors of judgment do occur Board Members cannot be held liable for losses. They are not insurers of Co-op success. Board Members could be held liable if there is proven negligence, dishonesty, or disloyalty.

## Board Operating System

The Board operates under a system called “Policy Governance”. The Board creates policies that require our GM to avoid situations and results that would be detrimental to the Co-op. The board’s major policy focus is on the intended Ends, not on the administrative or programmatic means of attaining those effects.

For additional information on Policy Governance:

[www.carvergovernance.com](http://www.carvergovernance.com)

### **Chatham Marketplace Ends**

We serve our owners and employees, our shoppers, our local farmers, our local business community, and our broader community by being a flourishing co-op that:

- Provides healthy, quality food
- Supports local agriculture
- Strengthens the local economy
- Is a good place to work
- Has an active ownership
- Practices environmental stewardship
- Is a catalyst for cooperation among community members
- Serves as a community hub
- Advances the well-being of each community member

## Board Candidate Application

I, \_\_\_\_\_ declare that I am a candidate for the Chatham Marketplace Board of Directors.

I recognize that as a Board Member I will have fiduciary responsibility to the owners to act in an informed and prudent manner, and that I may be held personally liable if I do not.

I recognize that as a Board Member I will have a duty to represent the owners at large and to act in their best interests (not those of any faction thereof).

### **I understand that serving as a Board Member is a job which requires that I:**

1. Prepare for and attend Board meetings consistently (12 regular meetings, 1 retreat and one Annual Meeting per year).
2. Attend Board training sessions.
3. Serve on at least one committee.
4. Become familiar with Policy Governance and the Consensus Model.
5. Understand the Co-op's Bylaws, Policies and financial statements.

I qualify to serve as a Board Member in that I am an owner in good standing.

### **What we expect from Board Members:**

1. A genuine interest in Co-op issues and our community.
2. A solid three-year commitment to the Board.
3. 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.

### **PLEASE PRINT**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

E-mail \_\_\_\_\_

Years in our community \_\_\_\_\_

Owner number \_\_\_\_\_

Co-op issues in which you have a particular interest \_\_\_\_\_

\_\_\_\_\_

Please check all that apply to your experience.

<input type="checkbox"/> <b>Business Planning</b>	<input type="checkbox"/> <b>Personnel Administration</b>
<input type="checkbox"/> <b>Financial Planning</b>	<input type="checkbox"/> <b>Retail Grocery Experience</b>
<input type="checkbox"/> <b>Prior or current Board of Director/ Civic Office Experience</b>	<input type="checkbox"/> <b>Cooperative Outreach</b> (including co-op theory, issues, development, structure, activities)
<input type="checkbox"/> <b>Community Development</b>	<input type="checkbox"/> <b>Business Management</b>
<input type="checkbox"/> <b>Policy Development</b>	<input type="checkbox"/> <b>Clerical/Interpersonal Skills</b> (report writing/record keeping/communication)

Summarize the above experiences:

If your work/life experiences feature additional expertise other than the boxes checked above, please summarize here:

I understand the election process and will abide by it including writing a candidates statement that may appear on the CM webpage and in mailings to owners. I also commit to attending at least one Board meeting prior to the election in July. Next Board meetings are May 23rd and June 27th at 5:30 PM at Chatham County Library.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please submit this application, Candidate statement and photo according to directions in application process by June 1, 2018.

## QUOTES FROM BOARD MEMBERS

"Being a Board member is a privilege to work cooperatively with a great dedicated group. We all share the same goals to fulfill the Ends for Chatham Marketplace. It's a rewarding experience that all Owners should consider. It takes work and dedication but that is how a community and co-op continue to thrive."

Kathy Mohr, Board member 2008-2014

"My experience on the Board of Chatham Marketplace has far exceeded my expectations. I feel more connected with my community, I've learned about the co-op as a business, and I've worked with a great group of people who value my contributions."

Betsy Kraus, Board member 2010-2013

"The more I learn about agriculture, food, energy and commerce in general, the more I appreciate the insights I've gained through service on the Board of my local cooperative grocery. The cooperative business model is the only model fit to match the many challenges we humans face in the 21st century. I've deeply enjoyed and benefited from this service, and I commend it to anyone with an interest in making positive change in the world."

John Bonitz, Board member 2003-2011

"I joined the Co-op Board in late 2013. It has been the most rewarding board experience I have ever encountered. I am grateful for all the work the previous board members have put in for Chatham Marketplace. My appreciation of the Marketplace has grown exponentially, with all the education one gets, the understanding of the grocery business and especially the co-op grocery business model. I look forward to the future of the Marketplace and its importance in our community."

David Simmons  
Board member 2013-2015

"Serving on this Board has been a really rewarding experience. I've learned an incredible amount, stretched personally, and professionally, and gotten to do it with a group of amazingly intelligent and sweet people"

Kathleen Conroy  
Board member 2003-2010; 2012-2016

"Being on the Chatham Marketplace Board is a great opportunity to learn about how Co-ops work, and also something about the retail grocery business. Chatham Marketplace is a member of the NCGA and through this organization; there are many tools to learn about democracy, leadership, and policy governance. There are seminars, webinars and online documents available to help us think about how to lead a democratically owned business.

The Marketplace is also an important part of Pittsboro and Chatham County community, and being on the Board is an opportunity to think about the future of our community and exactly what role our little Marketplace will play in that future"

Jamie Saunders  
Board member 2013-2016

## QUOTES FROM BOARD MEMBERS

"Joining and working with the Board of Chatham Marketplace has been one of the most rewarding volunteer experiences I've had. I met other like-minded professionals in my town and helped guide our cherished community asset towards success. I highly recommend a term on the CM Board to anyone, particularly a newcomer to town as you'll meet some of our finest citizens in a cooperative endeavor."

Bob Armantrout, Board member 2010-2012

"The Chatham Marketplace Board is a group of incredibly skilled and hard working individuals. It has been an honor to serve the community as a member of this Board that is so committed to creating and maintaining a special grocery cooperative that really can serve as a community hub."

Beth Turner, CM Board  
Member 2008-2010

"My dream for this community is a friendly place to meet friends, eat some quality food and drink locally brewed beer. Chatham Marketplace is that dream come to fruition."

David Misenheimer, CM Board  
Member 2008-2011, 2016-present

"Volunteering on the Board of Chatham Marketplace has been a great experience, rewarding on both personal and professional levels. I have been able to meet other like-minded people while learning a ton about the co-op business model and how a business is run. Being on the Board gives you a real opportunity to help ensure our store is successful, and continues to enrich our community."

Shane Kirkley, Board member 2012  
Former Chatham Marketplace employee

"I have enjoyed tremendously my years on the board – it has given me the chance to meet many new people, develop a relationship with people I might never had a chance to know and feel like I am part of doing something good for Chatham County and the surrounding areas"

Corinne Dunn, CM Board Member  
2005-2011. Current Finance  
Committee member.