<u>French Broad Food Co-op Board of Directors Application</u> (revised 2/14)

To apply as a candidate for the FBFC Board of Directors (BOD) please read the following information to determine that you are able to meet the requirements. If you are able to fulfill all requirements of board service, print pages 2 and 3, then complete and sign an application, scan it, and email it to board@frenchbroadfood.coop. You will receive a confirmation email of receipt of your application within 5 business days. If you do not receive a confirmation email, please contact Justina Prenatt, president FBFC BOD, at eternalebbandflow@gmail.com.

You may send email inquiries to board@frenchbroadfood.coop if you have questions about the application or election process, as well as questions about board service. All applications will be reviewed and kept on file. If approved by the BOD, current applicants will be added to the ballot for the next election. Applications on file may also be used to appoint BOD members to fill vacancies between elections.

Duty of care and duty of loyalty are a part of the fiduciary responsibility of a BOD member. Duty of care encompasses consistent attendance at meetings and participating in events, being prepared for each meeting by reviewing all documents, and protecting the board's process with integrity. Duty of loyalty is the responsibility to act on behalf of FBFC in the best interest of the cooperative and its members as a whole.

Members of the BOD must:

- Be a FBFC owner 'in good standing.'
- Have frequent, reliable access to phone and e-mail & read and respond to emails between meetings.
- Read and study co-op bylaws, policies, articles of incorporation, industry articles, information on the BOD's governance model, and other co-op related material.
- Attend monthly board meetings (currently 3rd Thursday of the month 5:30 - 8:00 pm), board development retreats (1-2 weekend days per year), workdays, educational seminars, special events, and occasional extra meetings in special or emergency situations.
- Serve on and possibly chair a BOD committee.
- Be able to commit to a term of 3 years.
- Work cooperatively with other BOD members to monitor, evaluate, and consult with the General Manager within the decision making process of the Board.
- Uphold the duty of loyalty by disclosing potential conflicts of interest, not competing with the cooperative, and honoring confidentiality.
- Be 21 years of age or older.

You are welcome to attach a resume or CV and return it with application. All questions should be answered either through the resume or by adding additional pages if necessary. Feel free to add other pertinent information.

Name_____

Phone_____

E-Mail_____

Address_____

1. **Why are you interested in being a Board member?**

2. **Describe ways you have participated in this co-op, e.g. being a worker-owner, attending the annual meeting, participating on a committee, helping with an event.**

3. **Summarize your work, education, and background especially as it relates to co-ops.**

4. **What special skills or qualities would you bring to the process of governing the co-op?**

5. **Can you imagine any conflicts of interest you might have regarding decisions the Board makes on behalf of co-op owners? If so, describe.**

6. Please check all categories that apply to your experience:

___Business planning or management

___Financial planning or management

___Board experience

___Non profit organizational experience

___Personnel administration

___Legal experience

___Policy development

___Public education/outreach

___Cooperative economics

___Community service/activism

___Policy development

___Facilitation skills or experience

___Architecture and/or building experience

7. Briefly describe your response and commitment to the Cooperative Principles and the FBFC Mission and Vision statements. (Please see statements below.)

8. In up to 100 words, please state what you hope to bring to the position as the owners' representative. This statement will appear on the ballot if your application is recommended by the BOD.

In signing this application, the applicant indicates an understanding of the responsibilities of being a FBFC BOD member, has completed all parts of the application truthfully and to the best of his/her knowledge and submits this application for consideration.

Signature_____Date_____

Cooperative Principles

1. Voluntary and open membership
2. Democratic member control
3. Member economic participation
4. Autonomy and independence
5. Education, training, and information
6. Cooperation among cooperatives
7. Concern for community

French Broad Food Co-op Vision Statement

Our Vision at the French Broad Food Co-op is to be a transformative force in our community and in our work, and to serve as a model of a sustainable business alternative that nurtures social and economic well-being in an environmentally sensitive manner.

French Broad Food Co-op Mission Statement

The French Broad Food Co-op is dedicated to serving our owners and the Western North Carolina community by providing high quality natural foods and personal care products through a mutually beneficial exchange.

- We support consumption of healthful and organic foods, grown or produced locally with ecological and social responsibility.
- We encourage informed choice and consumer empowerment, with an emphasis on education and customer assistance.
- We are committed to use profits to strengthen and improve the Co-op community, and to provide a livable wage to our employees.
- We pledge to maintain a pleasant environment that fosters goodwill, cooperation, and participation.