Policy Type: Board Process

Policy Title: C3 – Agenda Planning

Last Revised: November 10, 2016

We will follow a strategic multi-year workplan and annual agenda that focuses our attention upward and outward.

1. We will create, and modify as necessary, an annual calendar that includes tasks and events related to our multi-year workplan, membership meetings, Board training schedule, monitoring schedule, Nominations and Elections Process, and the GM evaluation and compensation decisions as outlined in our Board-Management Relationship policies.

2. Board meeting agendas will be determined by the Board president, and may be modified at the meeting by a majority vote of the Board.

	Board Monitoring	GM Monitoring	Board Education	Member Engagement	Agenda Items
January	C2: The Board's Job C6: Officers' Roles	B6: Staff Treatment and Compensation			
February	C7: Board Committee Principles D5: GM Compensation Review	A: Global End B: Global Executive Constraint	Cultivating Cooperative Roots Conference	Beer with the Board	Candidate Orientation Review Annual Meeting Agenda
March	C4: Board Meetings	B1: Financial Condition and Activities B2:Planning and Financial Budgeting B7: Communication to the Board	CBLD 101 & Leadership Training	Candidate Forum	Election Welcome and Orient New Directors
April	C5: Directors' Code of Conduct	B3: Asset Protection	Spring Retreat	Annual Meeting	Study & Engagement Topic: Policy Governance
May	D2: Accountability of the GM D3: Delegation to the GM	B5: Treatment of Consumers B9: Emergency GM Succession	Board Retreat Follow-up	Beer with the Board	

	Board Monitoring	GM Monitoring	Board Education	Member Engagement	Agenda Items
June	C: Global Governance Commitment D: Global Board-Management Connection	B1: Financial Condition and Activities B7: Communication to the Board	CCMA		
July	-	-			
August	-	-		Beer with the Board	
September	D4: Monitoring GM Performance	B1: Financial Condition and Activities B7: Communication to the Board	Fall Retreat		Start planning Annual Meeting
October	C1: Governing Style	B4: Membership Rights and Responsibilities	Board Retreat Follow-up Provender		Election packets available
November	C3: Agenda Planning D1: Unity of Control	B8: Board Logistical Support	Year Reflection: What have we learned? How can we integrate this learning/lead into the future?	Beer with the Board	Register for CBLD events Patronage Dividend Resolution
December	C8: Governance Investment	B1: Financial Condition and Activities B7: Communication to the Board	Yearly Review and update of next year's education plan		Election packets deadline Review annual calendar for next year

Key: Direct Inspection (DI), Internal Report (IR), External Review (ER), Monthly Updates (MU), As Needed (AN)