BUTTE FOOD CO-OP

FREQUENTLY ASKED QUESTIONS ABOUT THE BOARD OF DIRECTORS

WHAT IS THE BUTTE FOOD CO-OP BOARD OF DIRECTORS?

The Butte Food Co-Op Board of Directors is the governing body for member-owners of the Butte Food Co-Op. It is composed of at least five people, all member-owners of the Butte Food Co-Op, and democratically elected by member-owners.

The Board is still considered to be a *working board,* meaning that it oversees not only governance of the Co-Op, but the business development and ownership & outreach (and everything else in between) until a general manager is hired.

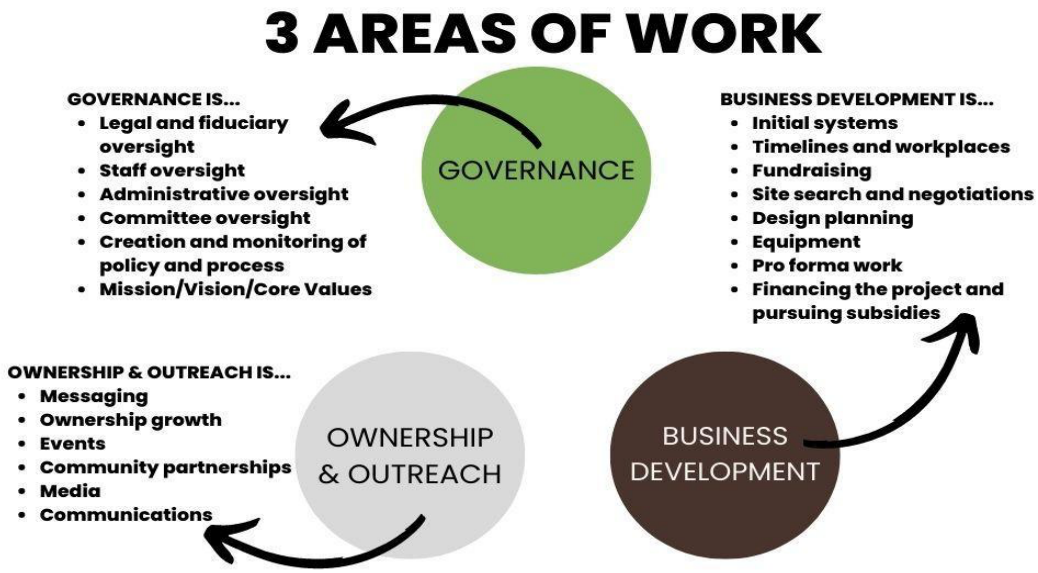
WHAT DOES THE BOARD DO?

Because we have not yet hired a general manager, the Board's responsibilities are more than just basic oversight and occasional meetings.

Board members are actively developing, growing, and raising funds for a cooperative grocery store here in Butte.

They are responsible for the three areas of work for the Co-Op: governance, ownership & outreach, and business development.

A startup board is a *working board* and is in charge of all three areas of work. To grow a Co-Op, these three pieces must be developed at the same time.



WHO CAN RUN FOR THE BOARD? WHAT ARE THE QUALIFICATIONS?

Board members must be member-owners of the Butte Food Co-Op in good standing without a substantial conflict of interest resulting from an affiliation with any enterprise that is in competition with the Co-op.

Once elected, Board members must sign a Statement of Agreement (i.e. agreement to the Board policies) and publicly disclose any potential conflicts of interest.

As for personal qualifications, Board experience is helpful, but not a prerequisite for being on the Board. More important are: willingness to work closely and cooperatively with the other Board members, commitment to providing the time and energy necessary to accomplish the Board's objectives and fulfill the required term; the ability to learn quickly; and organizational skills.

HOW MUCH TIME IS INVOLVED IN BEING A BOARD MEMBER?

Because the Butte Food Co-Op is a working board, the time commitment is generally greater than governance-only boards.

The Board holds two regular meetings (one in person, one via Zoom) for an hour and a half each month, at which attendance is expected. Beyond the regular board meeting, the time commitment for a Board member typically averages out to an additional one to three hours per week, including preparation for regular monthly meetings and participation on committees.

In general, time commitments vary from as little as four to as much as fourteen (or more, depending on what the board is working on) per month.

This is a sampling of the time you can expect to spend in a given month:

Board Meetings & Prep:

- **Monthly Meetings –** 1.5 Hours X 1 – 2 Per Month
- **Board Meeting Prep –** 0.5 Hours X 1 – 2 Per Month

Other Work:

- **Committee Work** – 2 Hours Per Month
- **Additional Tasks & Responsibilities for Governance, Outreach, and Business Development – VARIES** (Average 2 – 4+ Hours Per Month)

When will elections be held?

The actual election begins in October at the annual member-owner meeting. Candidates have the opportunity to share with member-owners a little bit about them and their interest in serving on the Board. An online election will be following the candidate announcements and will take place over the course of two or so weeks.

I am interested in running for the Board. What do I need to do?

In order to be considered for nomination in the election, all candidates must complete the following:

- Meet the eligibility requirements as specified in the Butte Food Co-Op Bylaws (SEE "**BYLAWS**" – **SECTION II & III**)

- Understand the expectations of serving on the Butte Food Co-Op's Working Board of Directors (SEE "**BOARD POLICIES & PROCESSES**"). *This is VERY IMPORTANT as it outlines expected time commitment and responsibilities of the Board.*

- Agree to abide by the Board of Directors Code of Ethics and Code of Conduct (SEE "**BOARD POLICIES & PROCESSES**")

- Review these FAQs!

- Fill out and submit the application in full (SEE "**BOARD APPLICATION**"). This includes including a bio that will be used on the website and ballot Applicants should also submit a picture via the application or email to **buttefoodcoop@gmail.com**.

- Candidates are requested to attend a board meeting in October.

- Candidates are required to attend the annual fall member-owner meeting on **October 28, 2026 at 6PM at the Butte Brewing Company.** They will be given two minutes to share with the member-ownership their interest in serving on the Board. If you absolutely cannot attend, you can send along a statement to be read out loud by the Board at the meeting.

WHO DO I DIRECT QUESTIONS TO ABOUT THE BOARD?

You can email the Board of Directors at **buttefoodcoop@gmail.com**.