

To: Council, Co-op and Community Members, Co-op Staff and Vendors

From: Carl Etnier, Council President

Re: Council Ground Rules, Cooperative Community Comments, and Council Meeting Ground Rules for Guests Adopted by the Council April 9, 2024, revised June 11, 2024

Council Ground Rules

To create a sense of community care, the Council will strive to:

- Listen to understand
- Remain curious
- Speak from our own experience
- Step up/step back (“share the air”)
- Avoid interrupting
- Practice kindness

The Council will hold its conversations with each other orally, so all Council members can be part of the deliberations. Council members shall not participate in Zoom chat discussions during meetings, as that constitutes a separate conversation outside the meeting that is not accessible to all Council members.

Cooperative Community Comments Ground Rules

To help the Council listen and engage with stakeholders and conduct Council business, the Council has formed the following Cooperative Community Comments and business meeting ground rules for guests:

- Cooperative Community Comments will have ten minutes on the agenda, at the beginning of the Council Meeting.
- Each speaker will have two minutes to speak maximum (each guest gets only one opportunity to speak).
- Speakers will be called on in the order their electronic hand is raised on the Zoom call.
- Speakers are requested to include their full name and preferred pronouns on their screen profile and when introducing themselves when they speak, for accurate minute taking.
- Calling out before being asked to speak, speaking disrespectfully, personal attacks, or interruptions by guests will not be tolerated. Guests may be dismissed from the meeting at the facilitator’s discretion.

Council Business Meeting Ground Rules for Guests

- Guests will be muted during the Council business portion of the meeting.
- The Zoom chat function will be turned off during the business portion of the meeting. The ground rules above also apply to the chat.
- The chat function will be turned on during the Council break (about halfway through the meeting). All participants will continue to be muted. The recording will be turned off during the break, as the break is not part of Council business.
- The Council will not be fielding questions from guests in the chat during the meeting. If guests have questions or concerns, they are requested to either stay after the end of the meeting (if attending in person) or contact me after the meeting at CarlE@hungermountain.coop.