

1. Committee Name: Community Engagement Committee

2. Purpose and Function:

The Community Engagement Committee is established to understand and represent Member-Owners' interests and expectations and inform them about the council and co-op's plans and operations. The committee or a subcommittee shall carry out projects to accomplish the above goals, work with staff to plan the annual meeting, and carry out such other duties as the council authorizes.

3. Authority and Powers:

The committee is authorized to propose projects to the council. With council approval of a given initiative, the committee has the authority to make operational decisions necessary to carry out the initiative.

The committee will engage with the council as a whole, other committees, and staff as appropriate.

4. Membership and Composition:

Membership: The committee shall consist of up to five members. A majority of the committee shall consist of council members. The Co-op General Manager shall designate a co-op staff member to support the committee's work. The committee may make use of additional Co-op Member-Owners to assist in the committee's work. Additionally, the council president and the co-op general manager are *ex officio* members of the committee.

Appointment: Members are appointed by the Co-op Council and serve until their successors are appointed.

Chair: The committee shall pick a chair. A council member will normally chair the committee.

5. Quorum:

A quorum for conducting official business of the committee shall be a majority of the committee (not counting the council president or general manager) or three, whichever is fewer. Members of the committee may meet to discuss committee business without a quorum being present; these meetings shall not make decisions for the committee, without specific authorization from the committee.

6. Meetings:

Frequency: The committee shall meet as needed.

Notice: Meetings shall be called with appropriate notice to all committee members.

Procedures: The committee shall meet to share information, plan, and make decisions, seeking consensus. While seeking consensus, the committee may finalize decisions through a simple majority vote. The committee shall establish mutually agreed-upon standards for behavior and interaction during discussions. Within these parameters, the committee may organize its meeting procedures in a way that it considers effective and useful.

7. Reporting Requirements:

The committee shall report its activities, findings, and recommendations to the Co-op Council at least eight days ahead of the next regular council meeting following a committee meeting.

8. Duration and Review:

The committee is established as a standing committee and shall remain in operation until dissolved by Co-op Council. The committee's charter and performance shall be reviewed annually by the Co-op Council.

9. Conflict of Interest:

Committee members must disclose any potential conflicts of interest and recuse themselves from discussions or decisions where a conflict may arise.

10. Budget and Resources:

The committee shall operate within the budget allocated by the Co-op Council (if any) and manage resources as directed.

11. Amendments:

This charter may be amended by a majority vote of the Co-op Council.

Approval:

This charter was approved by the Co-op Council on November 12, 2024.