



Natural Foods Market

Grain Train Board of Directors Meeting Etiquette

Approved by Board Motion: July 20, 2010

The Board of Directors is a hard-working, volunteer board; defining the vision of the co-op, setting policies to reach that vision, working to better the co-op and best serve the needs of the Member/Owners of the Grain Train. In order to ensure all of this work is done, our monthly meetings cover a lot of ground and need to run efficiently. We value feedback from the Member/Owners of the co-op, and want to give each of you a voice. Please observe the following rules so that we may have an efficient meeting in which you may participate.

If you have questions about the meeting format, please refer to the back of this sheet for the current agenda with a short description of each item in italics.

1. Please arrive on time. The meeting starts at 6:00 pm sharp, Member/Owners that arrive late may not be able to participate in the meeting.
2. Please be respectful of the Board and do not interrupt during discussions and voting.
3. Member/Owners who attend the meeting will each have a chance to speak during our Open Member Forum, which is a regular agenda item.
4. Please limit your comments during the Open Member Forum to five minutes.
5. If you feel that five minutes is not enough time to address your concerns, you may send a letter to the Board of Directors at boardofdirectors@graintrain.coop or 220 E Mitchell St, Petoskey, MI 49770.
6. Letters and Emails received from Member/Owners at least 14 days prior to the Board Meeting will be discussed at the next meeting.
7. At the discretion of the Board President, and with advance notice, and owner's input may be added as an agenda item.
8. Requests for information and answers to questions from the Board of Directors will be discussed at the following meeting. The Board speaks with one voice and we want to make certain that we have given your comment the attention it deserves.
9. You may speak with any Director with your concerns at any time, but please be aware that the Board speaks with one voice, meaning the Director will discuss your concerns at a meeting before responding to you.