

# The GM Agenda Committee

(authorized by the June 1994 General Meeting  
& amended at the November 1994 GM))

## **The purpose of the Agenda Committee:**

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- to save time for more business to be discussed at General Meetings by setting agenda and prioritizing it.
- to ensure all Coop-related items will be eventually heard at a GM—the expectation is within three months.
- potentially, to increase GM attendance because members would know what items were on the agenda in advance, via the *Gazette* and Coop Community Corner bulletin board.
- to allow members to plan ahead to attend GM's with issues of importance to them.
- Basic purpose—to streamline process and increase fairness.

[The following two sections are the specific motion passed by the GM]

## **The Agenda Committee structure:**

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The agenda of the GM is set by the Agenda Committee which will meet at 8:00 p.m. at the Coop on the first Tuesday of each month. Coop members will submit their agenda items to this committee in writing or in person. Members submitting written items are encouraged to be available by telephone that evening so the AC may contact them concerning scheduling. All items should include a title or name for the item and an approximately 25 - 40 word description that the AC will use in publishing the item. (Longer descriptions and rationales for the item may be included to inform the AC, but only the title and short description will be printed.) Members appearing in person may have up to ten minutes to verbally present their item to the AC.

The AC will assemble the items, prioritize them and publish them in the *Gazette* that is available 6 to 13 days prior to the GM. The agenda will also be posted on the *Coop Community Corner* bulletin board on the shopping floor.

The AC has the option of recommending amounts of time for GM discussion. Some issues may be recommended as “Zero Minutes” issues, needing no discussion. If the member who submits the agenda item is not at a GM, then the AC will attempt to reschedule the item at its next meeting.

Occasionally, truly emergency business items may take precedence over the established agenda.

## **Additional administrative details concerning the functioning of the AC:**

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- The AC will consist as a workslot of seven people. They will be elected at the GM. They will serve staggered two-year terms, with approximately one half of the committee up for re-election each October. (The first year's term may be longer than 1 or 2 years so that they may serve at least one full year before Oct.'95).
- The expectation is that the AC members will attend GM's regularly, and have a good overall view of Coop issues.