

Member Involvement Meeting Notes
Monday, February 6, 2023
Wakefield Library - 7:00 pm

Attendees: Peter Hale, Lindsay Farley, Ken Bouchard, Heather Barbour, Irene Richardson, Glennis Cohen, Phil Cohen, Ruth Salmon, Ellie, Wilkinson, Ilse Turnsen, Lenny Prost, Arleen Prost, Karen Bays, John Parker (via Zoom until connection lost), Louise Profeit LeBlanc (via Zoom until connection lost)

Welcome and Opening

Irene Richardson was introduced. Louise opened the meeting with the land acknowledgement and a prayer for protection. Karen noted that there had been interest and encouragement from Board members in our efforts and interest in the possibilities for future collaboration. We were reminded that our focus in the evening discussions would be how to engage the Membership and ways to the Membership could be more informed and active in the Centre's work and future. And our Discussion Guidelines were posted to remind us of our principles for the group gatherings.

We used a "talking stick" to give equal voice to everyone and to ensure that each person was heard completely.

Part Two of January 31, 2023 meeting

Picking up where we left off from the last meeting, we began a go around of what our concerns are. Arlene served as scribe and Ilse kept us on track. *See Concern Summary at the end of this document.*

We focused on strategies to address the concerns and a number of short term and longer term ideas surfaced. *See Strategy Summary at the end of this document.*

We decided:

- ◆ To group the strategies in the Circles for Action based on grouping of common item and/or issues.
- ◆ To flush out and pull together our brainstorming, and ask the Member Involvement Group to prioritize the Circles.
- ◆ To invite the Board to our next meeting to explore ways we could work together on shared concerns and ensure we were not duplicating efforts or working at cross purposes.

Meeting adjourned just after 9:00 p.m.

Thank you all for your input and discussion and to the Wakefield Library for your space.

Next steps and plans on following page

Follow Up Notes and Immediate plans

Review these notes and share remarks with group if desired

Everyone vote on Circle priorities as per directions in the email circulating this document

ACTION: All

Indicate meeting availability via Doodle link from Lenny Prost to arrive by email separately.

ACTION: All

Process / Next Steps

- ◆ Karen to write up the group's work
- ◆ Member Involvement Group select Circle priorities via email "vote"
- ◆ Members invite Board to our next meeting (approx 3 weeks - week of Feb. 27)
- ◆ Meeting notes and Priority Circles shared with group ahead of time
- ◆ Present prioritized Circles to the Board
- ◆ Invite a board member to join each of our Member's Circle

See next page for Circles for Action

Formation of Circles for Action - Moving Forward (Based on the inputs)

To establish Circle Groups working on the following items and issues.

Governance Circle

- Review By-Laws, Legal obligations, Coop Charter regulations, Centre policies, regulations, etc.
- Clarify/harmonize mandate, vision, mission and share with stakeholders, members, partners, and community
- Create a circle to mobilize short term support of keep Centre open
- Refer to Peter Gilles memo and engage other supports
- Educate the community regarding our status as a cooperative
- Work on membership list
- Look into Sociocracy as a governance and decision making model

<https://www.youtube.com/watch?v=b6r3-s2p7eI&list=PLhGUUjxel3jEkrDGyRTmDkrxVc1YE0YMR&index=7>

Centre Usage Circle

- Improve Centre utilization indoors and out'
- Meet needs of community
- Increase revenue
- Support area/regional interests

Financial Stability Circle

- Budgeting
- Grant Writing
- Fundraising

Volunteer Circle

- Volunteer Management Best Practices
- Facility support, involving member/community participation and ownership
- Recruit volunteers using the survey results and from general population

Education and Training Circle

- Board
- Membership
- Volunteers
- Building Users
- Staff and Instructors

Communication and Transparency Circle

- Focus on Membership and Community
- Increased communication and transparency between members and the Board

Concerns (Input)

By-laws, coop charter, policies, procedures not aligned, vague, incomplete....
Immediate action needed to keep Centre open/ short term remedies needed/Identify "Must Dos" during this meeting
Wakefield "newbies" would benefit from coop explanation
State exactly what volunteering entails
Facility and grounds under utilized. (Bring in revenue and tourism - ie. summer stock theatre)
Need to work together to keep Centre open and running
Need to keep doors open and Centre operational
Members and Board together establish common goals/vision
Make more use of the facility
Techie work on the tattered membership list
Is financial stability realistic as a coop? If not, consider alternatives.

Strategies (Input)

Plan members meeting
Answer Peter Gilles' email
Profile Centre is a coop
Coop education
Identify circles

First give draft to Board / Communicate our findings from our meetings with the Board
Outreach to membership at large
Immediate next step to help run Centre smoothly NOW! as we put strategies in place
As concerned members, we work with Board members to move forward
Sociocracy - model of governance. "Good enough for now ... safe enough to try."
Recruit Centre volunteers

Communicate needs to the community
Circles formed with people present here
More people power needed
Identify committees then reach out to Centre partners to join our committees
Start with a core
Board blessing/endorsement needed
Access survey results and contact people who wanted to volunteer
Fuse/recognize link between Centre care with increased participants and increasing financial gain
HR concerns: Treat staff, instructors, facilitators with clarity, appreciation, support, mentor ship, and the tools they need to do their work.