

CALGARY CO-OPERATIVE ASSOCIATION LIMITED

MEMBER RELATIONS COMMITTEE

“Fact Sheet”

Member Relations Committee volunteers have the opportunity to gain valuable experience and knowledge about Calgary Co-op and its operations, and the co-operative governance structure. This could be beneficial should they decide to stand for election for a position on the Calgary Co-op Board of Directors. Additional information about the committee:

- In 1999, the Member Relations Committee (MRC) was re-activated after being disbanded in the early 1990s during a structural reorganization of Calgary Co-op.
- The MRC is comprised of three members of the Board of Directors (one of whom serves as Committee Chair), the Board Chair and CEO as ex-officio, up to twelve volunteer members-at-large, and two Calgary Co-op management employees.
- Members-at-large serve for a two-year term. As members retire at the end of their term, additional members are added to the committee to replace those members. Board members serve for a term specified by the Board each year in their annual Board reorganization process.
- The committee reports to the Board through the committee chair.
- The MRC is chaired by a member of the Board. The Vice President, Member and Public Relations, represents the Chief Executive Officer and Executive, and is present at meetings of the committee and on any ad hoc committees that may be formed from time to time.
- The MRC meets four to six times a year at different Calgary Co-op locations.
- The approximate time commitment for a member of the MRC varies between three to five hours every other month on average, including meetings, reading materials before the meetings, and/or participating in various events, as identified by the Vice President, Member and Public Relations.
- Members-at-large, when they are available, may participate in various activities at the invitation of Member and Public Relations. Events may include:
 - Seniors' Day
 - Stampede breakfasts
 - Special events such as food bank drives at centres
 - New centre/store openings
- To become a member of the MRC, individuals should:
 - Hold a Calgary Co-op membership or apply under the membership of a co-habiting spouse or parent;
 - Believe in and support the co-operative principles;
 - Have an active desire to see Calgary Co-op become the shopping destination of choice in groceries, fuel, liquor, travel, pharmacy and home health care.
 - Be active shopping members (defined as having made approximately \$1,600.00 in purchases during the previous financial year);
 - Represent diverse careers and backgrounds;
 - Represent diverse age groups and purchasing levels;
 - Represent all quadrants of the city as well as surrounding areas; and
 - Reside in the Calgary Co-op trading area.

The MRC is an excellent route to learning about Calgary Co-op and its operations, as well as other co-operatives. For more information, please contact Member and Public Relations at 403-219-6025, ext. 6105. Thank you.



Calgary Co-operative Association Limited
APPLICATION FOR MEMBER RELATIONS COMMITTEE

NAME	Last	First	Initial	*Membership #
ADDRESS	No. and Street	City	Province	Postal Code
EMAIL ADDRESS	TELEPHONE #			
*If you are applying using the membership # of another person, please clarify their relationship to you. <input type="checkbox"/> Co-habiting spouse <input type="checkbox"/> Parent				
BUSINESS OR RELEVANT EXPERIENCE:				
PREVIOUS CALGARY CO-OP EXPERIENCE:				
PREVIOUS VOLUNTEER EXPERIENCE:				
REASON FOR VOLUNTEERING FOR THIS COMMITTEE:				
The Member Relations Committee meets four to six times per year. Meetings begin at 6:00 pm and end at approximately 8:00 pm. Are you able to make this time commitment? YES _____ NO _____				
In signing this application, I understand that any misrepresentation or omission of facts is cause for cancellation of this application.				
SIGNATURE OF APPLICANT: _____ DATE: _____				
As required by the Alberta Privacy Act, the information collected on this application will only be used to determine eligibility of the applicant for the Calgary Co-op Member Relations Committee and will be confidential within Calgary Co-op. Further, by signing this application, and if you are appointed to the Member Relations Committee by the Board of Directors, you hereby agree to maintain in confidence any and all information you receive as a committee representative, and agree to abide by all privacy legislation. Upon your appointment to the committee, you will be required to sign a Confidentiality Agreement at the first meeting of the committee, and this agreement will be legally binding upon you during and after your term of office.				

Submit completed application form by fax to 403-216-4509 or by mail to the following address:

Member and Public Relations
Calgary Co-operative Association Limited
#110, 151 - 86 Avenue, S.E. Calgary, AB T2H 3A5

Completed application forms must be received by Member and Public Relations by 4:30 p.m. on April 20, 2010.