

FarmWorks Investment Co-operative Limited	Building a strong board requires that prospective board members know from the outset what is expected from them. This form provides a concise summary of what each board member must do. And after reading this, if the board prospect is still interested, they can submit a formal application to the nominating committee
Purpose of this form	This form provides you with basic information about what FarmWorks requires from its Board members. If you have doubts about your ability to commit the required time, attend scheduled meetings, or comply with these requirements, please advise the recruitment committee before they submit your name for consideration.
Term of office:	Three years. Elected at Annual General Meeting. Directors may serve a maximum of two three year terms.. Directors may be appointed by the Board to fill vacancies until the next Annual General Meeting.
Time Requirements:	We require a time commitment of about 10 hours per month for board meetings, committee meetings, orientation sessions, and preparation time.
Board Meetings	The full board meets at least 6 times per year, and an Annual General Meeting takes place in April.
Committee Meetings	Such committees as may be former meet at the direction of committee chairs in order to accomplish certain tasks by established deadlines. Attendance is essential for the committees to do their work.
Orientation Sessions	There will be at least a half-day orientation sessions held in the month after the Annual General Meeting. Attendance is mandatory for ALL directors. The membership committee will arrange other orientation sessions as needed.
Other Time requirements	<p><u>AGM:</u> We hold an Annual General Meeting</p> <p><u>Social Events:</u> We have one or two social events per year where Directors, Shareholders and friends of the organization can interact.</p> <p><u>Strategic Planning:</u> May be held to review our mission/vision/values statement and develop new outcome measures and performance indicators.</p>
Selection Process	<p>Board members identify prospective board members. These are shareholders who have demonstrated leadership and commitment to values shared by FarmWorks CEDIF regulations require that there be two Directors who are neither shareholders of investees..</p> <p>Prospects receiving information package, if interested, are invited to attend a board meeting, orientation session, or other event.</p> <p>If board and prospective member wish to proceed, the prospect is interviewed by Directors of the Membership Committee. On recommendation, the name is placed on the slate for election by the membership at the next AGM. If the recruitment is to fill a vacancy on the board, the candidate may be appointed by the Board to serve what remains of the term.</p>
Approach to Governance	Briefly stated, we believe that the Board's role is to ensure that the organization establishes and maintains trust by being clear in its mission, prudent and ethical in its activities, and accountable for its actions..
Our Mission and Goals	<p>Mission : To promote and provide strategic and responsible community investment in food production and distribution in order to increase access to a sustainable local food supply for all Nova Scotians</p> <p>Goals:</p> <ul style="list-style-type: none"> • Promote investing locally, and buying local food, to gain the health, economic, social, environmental, and other benefits that result from growing and processing food in Nova Scotia. • Use investment instruments that allow Nova Scotians to invest a significant percentage of their capital into NS agriculture and food related enterprises.

Values and Beliefs	The Board of Directors of FarmWorks subscribes to, and acts in accordance with the following values and beliefs		
Directors' Code of behavior	<p>Board Members code of behavior</p> <p>As a Board member I will</p> <ul style="list-style-type: none"> ● be committed to the mission of FarmWorks ● act in a manner consistent with the mission and values ● focus my efforts on the mission and not on my personal goals ● accept responsibility and share power in order to work as a productive, cooperating member of the Board of Directors ● avoid conflicts of interest between my position as a board member and my personal and professional life. ● support in a positive manner all actions taken by the Board of Directors even when I am in a minority position on such actions. ● never exercise authority as a board member except when acting in a meeting with the full board or as I am delegated by the board. ● keep confidential matters confidential. ● be accountable to the membership and the community, for competent, conscientious and effective accomplishment of the obligations of the Board ● ensure that there is never discrimination within or external to the organization ● act in a manner consistent with the Code of Ethics included in the Board Manual despite personal opinions, values or differences. ● attend meetings consistently, prepare for meetings, participate fully, and otherwise fulfill my fiduciary obligations to FarmWorks 		
Meetings & Events	<u>Regular board Meetings</u> *	<u>Annual General Meeting</u> <u>Orientation</u> <u>Committee Meetings</u>	<u>Board Evaluation</u> <u>Social Events</u>