

NCBA CLUSA - Member Engagement Council Charter
version - May 22, 2024

Committee Designation & Authority	The Member Engagement Council is a volunteer community of executives, thought leaders and subject matter experts on co-op membership structures and/or co-op membership engagement strategies.
Objectives & Scope of Activities	<p>The Council serves NCBA CLUSA solely on an advisory role.</p> <p>The Council serves NCBA CLUSA membership as a forum and advisory council for executives to identify, develop and support programs and resources that advance the thought leadership and knowledge sharing of co-op membership strategies for the NCBA CLUSA membership and stakeholder community. Council members have the opportunity to network with peers, provide direction to NCBA CLUSA and serve as co-op thought leaders at the industry level.</p>
Volunteer Membership	<ul style="list-style-type: none"> • The Council shall be comprised of: <ul style="list-style-type: none"> ○ executives from U.S. based cooperatives that manages or directly support co-op membership related operations, ○ a maximum of one (1) additional leader from the same cooperative to serve as an alternate volunteer member in recognition of succession planning, ○ cooperative leaders who represent a diversity of experiences in the cooperative industry. • Volunteers are invited to serve based on the professional and thematic perspectives they bring to the Council. Volunteers will be invited to join the council representing sector-specific expertise and perspectives. • All volunteers shall serve without compensation.
Advisors	<ul style="list-style-type: none"> • Non-members appointed to serve in an advisory capacity generally providing special expertise to the council. • Appointed on recommendation of the Co-Chairs, Staff Liaison or President & CEO. • Appointed only in special circumstances, i.e., marketing professionals, researchers, attorneys or legal counsel. • All advisors shall serve without compensation.
Committee Size	<ul style="list-style-type: none"> • The Council shall be comprised of no more than 21 people including co-chairs, volunteers and advisors.
NCBA CLUSA Membership	<ul style="list-style-type: none"> • Co-Chairs are required to be members of NCBA CLUSA. • Volunteers are required to be members of NCBA CLUSA. • Advisors are not required to be members of NCBA CLUSA.
Terms	The Council may serve indefinitely, on a continuing basis, subject to biennial renewal.

	<p>The NCBA CLUSA President shall appoint volunteer members to the Council, pending approval by the Co-Chairs.</p> <p>Co-Chairs will be appointed to two-year terms renewable subject to NCBA CLUSA President.</p> <p>Co-chairs will work directly with the NCBA staff and management to set agendas and identify issues in meeting topics/structures/etc. to ensure that the work of the Council is accomplished and members' time is well used. The co-chairs will also make verbal or written reports as useful to the NCBA CLUSA staff on subjects they deem important.</p>
<p>Description of Duties</p>	<ol style="list-style-type: none"> 1. Create and grow a support network for co-op membership/member engagement focused staff and board directors, (for example: creating an opportunity to meet one-on-one with industry veterans for expert business guidance and advice). 2. Orchestrate networking events for co-op membership/member engagement focused staff and board members. 3. Provide input on legislative matters affecting co-op membership inclusivity. 4. Collaborate with other NCBA CLUSA councils on networking and educational efforts. 5. The Council will serve as a strategic advisory group to NCBA CLUSA Management for ideas pertaining to co-op membership/member engagement. 6. Membership in the Council will reflect the geographic, sectoral, gender, racial and economic diversity of the contemporary cooperative movement. 7. At each annual Cooperative IMPACT conference, NCBA CLUSA believes members of The Council offer a uniquely impactful presence. Members are strongly encouraged to participate either in a Council-specific session or elsewhere. 8. The Council shall exercise such other powers and perform such other duties and responsibilities as are incidental to the purposes, duties and responsibilities specified herein and as may from time to time be delegated to the Council by the President & CEO or Staff Liaison.
<p>Meetings</p>	<p>The Council is expected to meet at least four times within each fiscal year (calendar year).</p>
<p>Record Keeping</p>	<p>The meeting minutes and generated deliverables from the Council will be stored with Board/Volunteer documentation on the NCBA CLUSA cloud server.</p>