

## HCCS Ends Committee

Meeting on 29 October 2019  
WRJ Resource Center – Conference Room C (upstairs)

### MINUTES

*Attendance:* Benoit Roisin (Chair), Marta Ceroni, Janet Couture, Victoria Fullerton, Dave Phillips, Jessica Saturley-Hall (by phone), Richard Schramm, Allene Swienckowski, Rebecca White

*Absentees:* Eugene Cassidy (missing), Nancy Carter (excused)

Started at 3:35pm, adjourned at 4:57pm.

#### Discussion

After a round of personal introductions, the committee considered the suggestion made by member-owners on the committee to invite Peggy O'Neil to become the 4<sup>th</sup> member-owner on the committee (following the earlier withdrawal of Carl Pedersen). The suggestion was unanimously approved, and Benoit was charged with inviting Peggy to join the committee at the next meeting.

Next, the committee discussed the idea of rotating the facilitator at future meetings. The suggestion was found worthy of adoption, and it was resolved that those who wish to take their turns at facilitating meetings would signal their willingness to Benoit by email, who will then establish a schedule. It was further decided for efficiency that the note taker (for the minutes) would differ from the facilitator. Benoit will be the note taker when the meeting is facilitated by someone else, and Janet will be the note taker when Benoit is the facilitator.

The meeting duration was also discussed. Everyone present was comfortable with the idea of going beyond 1 hour if the ongoing discussions prompts members to do so. (This meeting was extended until almost 5 o'clock.)

Allene distributed a one-page handout summarizing what Ends are and the purpose they serve, which she had distilled from the Carver booklet entitled *Ends and the Ownership*. The committee was thankful for this summary and the clarification that it brought. This ensured that everyone was on the same page. The committee's charter was brought into the discussion, also to get everyone to understand what needs to be accomplished. Sets of Ends from a sample of neighboring coops (kindly collected by Richard) were used as examples of dos and don'ts. Benoit stressed the essential difference between ends and means.

The bulk of the meeting was devoted to brainstorming about means to reach out to gather data. Mentions were made of surveys, focus groups, perhaps an activity at the annual meeting, and leaning on Amanda Charland for her expertise and departmental resources. Jessica reported that a very useful survey method

is to provide sentence statements for which respondents can state they strongly agree, moderately agree, are neutral, moderately disagree, or strongly disagree. All agreed that this would be useful.

Toward the end of this discussion, Richard remarked that before launching further into methods of data collection, a preliminary task is to decide for ourselves which questions the committee wants to see answered. Janet astutely remarked that such questions can stem from each one asking themselves why they decided to serve on the committee. It was concluded that it is premature to reach out to Amanda Charland at this time and that, in preparation for the next meeting on 12 November, each committee member would develop a few questions and test statements that would guide the upcoming data gathering.

#### Action Items

1. Benoit to invite Peggy O'Neil to join the committee (pending later Board approval).
2. Committee members to email Benoit if they wish to take turns at facilitating future meetings.
3. Committee members to brainstorm about questions and test statements that will guide the development of survey and other data gathering methods.