

# Apache Farmers Cooperative



## Update

### Your Apache Farmers Cooperative is

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You're on the internet at:  
**[apachecoop.com](http://apachecoop.com)**



### Nominating Committee

Your co-op has engaged in a formal nominating procedure for the annual director elections. Initially, the first three committee members will be staggered to fulfill a 1, 2, and 3 year commitment.

After that there will be a three year rotation with the third year being responsible to chair the committee. You will be able to serve again but only after an interruption of service after a three year term. This is an important responsibility needed to create a routine and professional nominating procedure. This years committee includes Leon Red (Chairman), George Thomas, and Alan Mindemann. Thank you for your time and commitment.

### Director Job Description

Job Title: Cooperative Director

Reports to: Membership

Objective: To provide strategic direction and promote the cooperative's long-term growth and financial stability.

When looking for a Director of the Cooperative they are expected to:

1. Be a member of the cooperative. Believe in, invest in, and patronize the cooperative.
2. Be willing to take the time necessary to attend and participate in all Board Meetings.
3. Be qualified to make decisions in the overall interest of the organization.
4. Work well with others as a team and support majority decisions.
5. Neither expect nor promote special favors for self, relatives, or friends.
6. Not discuss with outsiders confidential matters brought up in Board Meetings.
7. Not be influenced by religious, political, or other issues unrelated to the business of the cooperative.
8. Be willing and able to abide by the policies and bylaws of the organization.
9. Be progressive in developing new ideas that will contribute to the success of the organization.
10. Be willing to participate in on-going training programs.

Keep in mind that a board director reports to the Membership. Their objective is to provide strategic direction and promote the cooperative's long-term growth and financial stability.

### Responsibilities

1. Work with chief executive officer/general manager to develop written vision and mission statements for the cooperative. Develop long-term goals and objectives that support the vision and mission statements.
2. Appraise the cooperative's operations and services to determine whether they support the vision and mission statements. Require changes where needed.
3. Keep up-to-date on agricultural, economic, business and environmental issues and work to be knowledgeable in all concerns affecting the cooperative.

### Overseeing and Controlling

1. Take appropriate action to safeguard the assets and investments of the cooperative.
2. Make decisions and establish policies that conform to the cooperative's articles of incorporation and bylaws as well as applicable federal, state and local laws. Keep articles of incorporation and bylaws up-to-date.
3. Hire and supervise the chief executive officer/general manager. In collaboration with other board members:
  - Establish the job description
  - Recruit, select and hire
  - Provide regular performance feedback throughout the year
  - Conduct an annual performance review each year
  - Maintain compensation within appropriate market rate

### Financial

1. Analyze the annual budget and financial proposals. Participate in discussions on major financial matters.
2. Regularly assess the cooperative's equity position and outline equity redemption policies.
3. Work with the chief executive officer/general manager and lenders to insure the cooperative has adequate operating capital.

## Communicating

1. Effectively communicate the cooperative's vision and mission.
2. Maintain open communications with the chief executive officer/general manager.
3. Represent member's interests by collecting information on their needs and sharing information on the cooperative's goals and plans.
4. Other duties as assigned based upon cooperative and member needs.

## Key behaviors to fulfill director job responsibilities

Directors can help assure their organization's success by adopting the following behaviors:

- Actively patronize the cooperative and display active cooperative membership.
- Participate in all important board discussions. Voice your opinion on board decisions even if you are in the minority.
- Abide by and support all decisions reached by a majority vote of the board (whether you voted for them or not) unless the actions are unethical, irresponsible or illegal.
- Hold all matters involving the cooperative in confidence until they have been publicly disclosed, or unless the information is a matter of public record or common knowledge.
- Understand and analyze the cooperative's financial investments.
- Require that written monthly financial reports and operating statements comparing actual performance to last year and budget be provided to the board for detailed board review. Regularly analyze the cooperative's financial statements including ratio trend analysis and other key financial measures.
- Assess feasibility studies and analyze proposed changes and their implications for long-term success in achieving the vision and mission.
- Keep and review records of the board's actions
- Employ a qualified auditor to make an independent unqualified audit at least once each year.
- Establish a risk policy and make sure the cooperative regularly assesses its risk position. The risk policy should address market positions and contract language for commodities, transportation and supply merchandise, as well as insurance coverage levels.
- Establish and support policies that ensure that all individuals within the cooperative have the skills and knowledge needed to complete their functions.
- Regularly assess your performance as a director and the board's performance as a governing body. Take appropriate action to insure effective personal and team performance.
- Work with the CEO to plan and conduct effective member meetings. Examples would be annual meetings or information meetings.
- Work with management to develop effective member and public relations programs.
- Analyze and approve policies and strategies for maintaining effective relations with other cooperatives and government agencies.
- Represent the cooperative at public functions when requested.
- They also are required to have their credit current as per policy guidelines.

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## Profit Comparison by Location

	2002	2003	2004	2005
Apache Station	5,276	30,356	(124,406)	68,547
Chickasha	4,456	(42,214)	(55,218)	(63,757)
Elgin	43,903	(91,766)	(125,344)	35,150
Fort Cobb	41,597	25,560	78,379	113,944
Propane	135,360	34,028	71,416	43,727
Department Earnings	0	18,851	(40,038)	(34,324)
Sale of Assets	230,592	(25,185)	(195,211)	163,288
Local Net Earnings	13,306	80,020	27,088	(1,772)
Loss on Investment	243,898	54,835	(168,123)	161,515
Patronage Dividends Income	flour mill	Farmland	PCOM	
Earnings before income taxes	(254,793)	(1,629,325)	(3,776)	
Income Taxes	107,848	71,082	49,099	48,121
Net Earnings	96,948	(1,503,408)	(122,800)	209,640
	3,959	(66,165)	(6,510)	(3,000)
	92,989	(1,437,243)	(116,290)	206,640

## OSU Wheat College for Caddo County – 18 April, Technology Center, Ft Cobb

Many of OSU's wheat production recommendations have changed over the years and this meeting is designed to bring producers up to date. Dr. Jeff Edwards, OSU Wheat Specialist and Dr. Bob Hunger, OSU Plant Pathologist will be speaking on wheat production and wheat diseases. Other topics include the use of nitrogen rich strips for making nitrogen fertilizer recommendations, weed control, crop rotation using canola. Start time 6:30 pm.

## OSU Wheat Variety Tours – 6 May

The Apache wheat variety tour is scheduled for Friday, May 6<sup>th</sup> at 5:00 pm at the farm of Paul Jackson, Jr. west of Apache on Highway 19. The plot is sponsored by Paul and Dosa Jackson. Hamburgers will be provided.