

TPSS Board of Representatives Meeting

Date: December 18, 2016

Time and Place: 6:30pm, TPSS Community Room

Board present: Rachel Hardwick (RH), Robert Anderson (RA), Adam Frank (AF), Susan Cho (SC), Fred Feinstein (FF), Mary Rooker (MR), David Zuckerman (DZ)

Board absent: Melissa Schweisguth (MS)

Staff present: Abdi Guled (AG), Marilyn Berger (MB)

Minutes submitted by: Solveig Mortensen (SM)

RESOLUTIONS:

- The Board approved the November 28, 2016 open session Board meeting minutes as submitted.
- By consensus the Board approved the appointment of the following slate of Board committee chairs: Audit and Finance, AF; Policy Committee, DZ and SC (Co-chairs); Membership Committee, MS; Personnel Committee, RH; Nominations Committee, RH

Agenda review: The Board planned to add the subject of filling an open Board seat to the closed session. The Board noted that Matt Hersh submitted his resignation from the Board effective as of 12.18.2016.

GM Report: AG welcomed the new Board representatives. AG shared that the Co-op's staff holiday celebration was well enjoyed; it included a total of 79 people--employees and their guests—and good food and music.

AG relayed that as the GM he shares noteworthy observations with the Board. AG stated that for the month of November 27% of the Co-op's gross revenues were for non-member sales. So, AG explained, that this indicated to the Co-op that non-member sales is something to watch in order to be sure we continue to meet their needs as well as our members' needs.

AG shared NCG's measurement of where the Co-op fell amongst Eastern corridor co-ops in terms of sales growth. AG explained that the Co-op has recently consistently ranked within the top six. Management confirmed that when evaluating the Co-op's performance based on the physical size of the store alone, the Co-op is doing extremely well. Management shared that co-ops that are not performing as well reach out to TPSS Co-op and they in turn, reach out to the co-ops that garnered higher rankings for guidance and suggestions.

AG confirmed that the Co-op will have accommodating holiday hours: while the Co-op will be closed on Christmas day and New Year's day, it will be open on Dec. 24, Christmas Eve from 7:00am-8:00pm and Dec. 31, New Year's Eve from 8:00am-8:00pm. AG shared that the Co-op will hold an inventory on Jan. 2, and open from 8am-9pm on that date.

In response to Board inquiry about resources for food trends, AG named National Co+operative Grocer as a good resource.

AG described several recent events that resulted in positive publicity for the Co-op. He relayed that the MD Comptroller, Peter Franchot's recent visit to the Co-op to promote "Shop MD for the Holidays" went well. He noted that the news station ABC, Channel 7 filmed at the Co-op and in doing a story on Takoma Park's plastic bag ban, highlighted the work the Co-op had already done in forgoing plastic bags two years ago.

Committee Assignments and Chair Selections: The Board reviewed the goals and typical work of all the current, standing Board committees. In response to inquiry, the Policy Committee clarified the process Board representatives observe to propose a new Board policy: provide the proposed policy as an agenda item to the Board President, who brings it to the Board; and then, expect the Policy Committee to do its review and bring it to back to the Board for a final decision.

Board representatives joined Board committees and chose committee chairs.

Membership Committee: MS, Chair; SC, FF, MR

Audit and Finance Committee: AF, Chair, RA, MS, DZ

Personnel Committee: RH, Chair; RA, MR

Policy Committee: DZ and SC, Co-Chair; AF, FF

Nominations: RH, Chair; AF, MR

The Board discussed how the Expansion Team is not actually a Board Committee, but a management team with a Board member included.

Monthly meetings and Board Mentors: The Board planned to follow an overall schedule of meeting on Sundays at 6:00pm for the remainder of the 2016-2017 Board year. The Board discussed the concept of utilizing Board mentors, where returning Board representatives can help orient and be a resource for new Board representatives. New Board representatives were matched with a returning Board representative.

7:30pm meeting adjourned.

Term 2017:

<u>Rep.</u>	<u>Dec</u>
Anderson	*
Cho	*
Feinstein	*
Frank	*
Hardwick	*
Hersh	resigned
Rooker	*

Schweisguth ex
Zuckerman *
(ex=excused)

Board Representative	Term:	Term Ends:
Anderson	3 years	2017
Cho	2 years	2018
Feinstein	3 years	2019
Frank	3 years	2017
Hardwick	3 years* *2 nd term (consecutive term)	2019
Rooker	3 years	2019
Schweisguth	2 years	2018
Zuckerman	3 years	2017