

# TPSS Board of Representatives Meeting

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Date: October 29, 2017

Time and Place: 6:00pm, TP Volunteer Fire Department Firehouse

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

Board absent: John Cox (JC)

Staff present: Martha Whitman (MW), Interim GM; Hussein Choteka (HC), Store Manager

Other Attendees Present: Diane Curran (DC), Susanne Lowen (SL)

Minutes submitted by: Solveig Mortensen (SM)

## BOARD ACTION:

- The Board accepted the monitoring report for policy L-3, Compensation and Benefits, as submitted.
- The Board agreed on PC's recommendation that Board Reps not be required to sit on at least two committees.

***GM's Monitoring Report, L-3:*** As noted within her monitoring report for policy L-3, MW reported compliance with this policy. MW reported on some of the programs the Co-op is engaged with to benefit the community at large. She named the Pay it Forward and Poker Chips programs and highlighted how the Co-op instituted the Round-Up program to support hurricane relief efforts for Texas and Puerto Rico. The Co-op matched shoppers donated funds and raised \$4K for Texas and close to \$1K for Puerto Rico. MW clarified how the current disparity in funding for the two different areas relates to timing; the Co-op is still collecting donations for Puerto Rico. MW relayed that the Co-op hopes to continue to judiciously utilize the Round-Up program model because customers seem to readily participate in it.

The Board and GM discussed the ways the Co-op members and shoppers learn about the programs, activities, and events with which the Co-op is involved and how the Co-op could maintain a consistent effort to gather member emails for greater communication.

## ***Committee Updates:***

***Membership and Community Affairs Committee (MCAC):*** FF reported receiving positive feedback on the recent Member-owners meeting and estimated over 50 people in attendance. FF reflected that, overall, the Co-op has been seeing good turn-out for the Member-owners meetings; he also relayed the communication and regrets he received from the Council candidates that were unable to attend. The Board gave the feedback that the meeting seemed to

keep moving at the right pace and that it was good to be reminded of all the Co-op is doing in marketing and outreach.

The Board noted how it is useful to reiterate Co-op events or events the Co-op is involved with to advertise and reinforce messaging about the event (e.g., demos). The Board discussed the Co-op's newsletter. FF noted how the Co-op's newsletter can be a means to creating more visibility and opportunity, and something he hoped the MCAC may discuss.

*Policy Committee (PC):* MS stated that, regarding the issue of whether Board representatives should be required to sit on a minimum of two Board committees, the PC recommends that the Board not require this. The board concurred/agreed via consensus. MS noted that the draft revision for policy L-6 was emailed to the Board. The Board agreed to review and make its decision via email rather than at this meeting.

*GM Search:* MS summarized that CDS Consulting Co-op reviewed the job description the Committee composed for the general manager position and that as of October 27, Co-op management and staff had posted it to a variety of places and are still working to have it dispatched through further Co-op channels.

The GM Search Committee confirmed that they did not include a closing date with the GM job description, and clarified that they did not intend to close the opening prior to December 2017. It was noted that the GM Search Committee would draft recommended guidelines on the Board's hiring process.

*Nominations Committee:* RH reported that the Co-op's Board has six candidates for four Board representative seats. She noted that the Nominations Committee has emailed re: what work they have to do next and that they will want to meet to review all that's entailed in the election process.

Board Representatives' Committee Memberships:

Membership and Community Affairs Committee: FF, Chair; SC, MR, JC

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

Personnel Committee: RH, Chair; RA, MR

Policy Committee: MS and SC, Co-Chairs; DZ, AF

Nominations Committee: RH, Chair; MS, FF

Term 2017:

<u>Rep.</u>	<u>Dec</u>	<u>Jan</u>	<u>Mar</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July*</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>
Anderson	*	*	*	*	*	*		*		
									*	ex
	(Appointed Jan.2017)									
Cho	*	*	*	*	*	*		*	*	*
Feinstein	*	*	*	ex	*	*		ex	*	*

Frank	*	*	*	*	*	ex	*	*	*
Hardwick	*	*	*	*	*	*	*	*	*
Rooker	*	*	*	*	*	*	*	*	*
Schweisguth	ex	*	*	*	*	*	*	*	*
Zuckerman	*	*	*	*	*	ex	ex	*	*

(ex=excused)

\*no July 2017 meeting

Meeting adjourned at 6:50pm