

TPSS Board of Representatives Meeting

Date: March 22, 2018

Time and Place: 6:00pm, Historic Takoma

Board present: Robert Anderson (RA), Melissa Schweisguth (MS), Susan Cho (SC), Susanne Lowen (SL), Diane Curran (DC), Adam Frank (AF), Rachel Hardwick (RH), Fred Feinstein (FF)

Board absent: Mary Rooker (MR)

Staff present: Hussein Choteka (HC), Acting General Manager

Others: Sarah Fitzpatrick (SF)

Minutes submitted by: Julia Eddy (JE)

BOARD ACTIONS:

- The Board approved the Feb 22, 2018, open session Board meeting minutes as submitted.
- The Board voted and agreed to have an audit this year.
- The Board agreed to send a survey to the membership related to the GM search.

Open Member Forum:

One guest was present. SF came to the last Membership Committee meeting out of interest in the Junction. She came to learn more about the Co-op.

AF said thank you for carrying matzo before start of Passover.

RH and MS asked about the Co-op's return process.

Financial Audit:

The Co-op has been doing an audit every year. The Co-op bylaws say the Board could opt for a review some years and full audit every two years, but Maryland statute says food cooperatives must do an audit every year. Board voted and agreed to have an audit this year. RH will reach out to Aronson about the audit.

Interim GM's updates

HC reviewed highlights from the GM Report – staffing, trainings, union meetings, new kombucha fridge, new agreement with a food distributor.

The Beer and Wine License was renewed. The Board D&O Insurance will be renewed by end of current policy.

Board committee updates:

GM Search Committee:

The GM Search Committee proposed several survey questions to send to Membership. The Board discussed and agreed to send the survey to members. The GM Search Committee will send the questions to RH who will forward to HC.

RA asked the Membership Committee to explore the idea of having a welcome party when the new GM is hired.

The GM Search Committee shared plans to put draft interview questions and a qualifications matrix on the Google Drive for the Board to review. All Board members will be invited to be involved in the finalist interviews. The Board did not come to consensus on the GM Search Committee’s proposal to have key manager (non-bargaining unit) participate in a finalist interview panel.

Membership Committee:

Semi-annual Membership meeting is scheduled for 4/29, time: TBA, location: the Takoma Firehouse. The Membership Committee is working on food and a mailing. The Membership Committee will design the announcement and send to RH for HC to mail.

DC suggested any Board members who are able should attend the Takoma Earth Day celebration on 4/21 as it is a good opportunity for membership and community engagement. Denise is coordinating volunteer shifts and will circulate a sign up.

Meeting adjourned 7:15pm.

Committee Assignments:

Audit and Finance Committee: AF (Chair); RA, MS, SL

Policy Committee: MS, SC, (Co-Chairs); AF, DC

Membership and Community Affairs Committee: FF (Chair); MR, DC

GM Search Committee: MS (Chair); MR, AF, SL

Nominations Committee: RH (Chair); AF, FF

Personnel Committee: RH, RA, MR

Term 2017 Meeting Attendance:

	Dec	Jan	Feb	Mar	Apr	Ma y	Jun	Jul	Aug	Sep	Oct	Nov
Anderson	*	*	*	*								
Curran	ex	*	*	*								

Cho	*	*	*	*								
Feinstein	*	*	ex	*								
Frank	ex	ex	*	*								
Hardwick	*	*	ex	*								
Lowen	*	*	*	*								
Rooker	*	*	*	ex								
Schweisguth	*	*	*	*								

(ex=excused)

Board Terms:

Board Representative	Term:	Term Ends:
Anderson	1 year (consecutive term)	2018
Curran	3 years	2020
Cho	3 years	2019
Feinstein	3 years	2019
Frank	3 years (consecutive term)	2020
Hardwick	3 years (consecutive term)	2019
Lowen	3 years	2020
Rooker	2 years	2018
Schweisguth	2 years	2018