

# TPSS Board of Representatives Meeting

---

Date: March 21, 2019

Board present: Susan Cho (SC), Rachel Hardwick (RH), Fred Feinstein (FF) via phone, Julia Eddy (JE), Diane Curran (DC), Katea Stitt (ST) via phone

Board absent: Adam Frank (AF), Susanne Lowen (SL), Sawa Kamara (SK)

Staff & consultants present: Mike Houston (MH), General Manager

Members Present: Sat Jiwan Ikle-Khalsa (SJ)

Minutes prepared by: Julia Eddy (JE)

## **BOARD ACTIONS:**

- The Board approved the minutes from the February 21, 2019 board meeting.
- The Board accepted the L9 Monitoring Report as submitted.
- The Board decided to move the April board meeting to Thursday, April 25, 2019.
- The Board agreed to hold the Spring Member-Owner Meeting on Sunday May 19, 2019.

## **Approval of Minutes:**

The Board approved the minutes from the February 21, 2019 board meeting.

## **Open member forum:**

One member was present, Sat Jiwan Ikle-Khalsa (SJ).

RH shared a request from a member that the Co-op sell burrata cheese.

## **GM Report:**

MH provided highlights from his GM report. A union contract was signed and public statements have been posted. A staff survey is starting Monday. The Montgomery County Food Council is hosting a happy hour in Rockville on May 9<sup>th</sup>. There is a big banner in the front window of the Co-op advertising Thursdays at the Co-op and staff is working on getting another banner to put behind the band outside. MH is considering some paid advertising for the summer events. DC suggested having the cashiers talk up the events. FF suggested publicizing on the neighborhood listservs.

## **L9 Monitoring Report – Membership:**

MH reported compliance in the L9 Monitoring Report.

DC suggested we do more to publicize the charitable giving the store does – blog posts, social media, maybe set annual giving goals.

There are two Facebook groups – one just for the members as a discussion forum, which SC administers.

DC thinks the Co-op could send more email blasts, but not too many that people feel inundated.

DC and FF shared ideas about reconfiguring the membership corner in the store.

JE suggested making an annual effort to update email and contact info at the register.

The Board accepted the L9 report as submitted.

### **Committee Business:**

#### *Membership Committee:*

- The Spring Member-Owner Meeting will be Sunday May 19, 2019, 2-4pm, at the Fire Station. The Membership Committee decided not to have an outside presentation at the meeting, instead updates from the President, General Manager, a financial update, community outreach update, maybe someone from the membership committee could present, maybe someone (even staff) could talk about the union contract, Susanne could talk about the Cottage Food Law, and we could spotlight an outside group that receives donations from the Co-op. Every board member should think if there is something they want to share. The board discussed doing some outreach to community members who might not normally come.
- Leandra is working on a flyer to publicize Thursdays, the Membership meeting and Earth Day.
- There will be a Co-op table at every Thursday event and it would be good if board members could sign up to table. Every week there will be music, food, community group, and coop table.

MH will see if someone from the union can present at the Spring Membership Meeting.

SC will add Thursdays at the Co-op sign up slots to our event spreadsheet.

#### *Policy Committee:*

SC reported that the Policy Committee has been refining its process for reviewing and revising the Policy Register. The committee had several work sessions in between official meetings and revised half of the G Policies. The committee plans to revise all the G Policies and report out on our compliance to the board in the next few months. When it comes time to vote on the revised policies, there will be a messy version with all the markups and a clean version to review.

**Next meeting:** Board Meeting April 25<sup>th</sup>

*Meeting adjourned at 7:43pm.*

### **Committee Assignments:**

Policy Committee – Susan Cho (chair), Adam Frank, Rachel Hardwick, Julia Eddy.

Nominations/Elections – Susanne Lowen (chair), Diane Curran, Susan Cho.

Personnel – Diane Curran (chair), Rachel Hardwick, Katea Stitt.

Membership Committee – Fred Feinstein (chair), Diane Curran, Sawa Kamara.

Finance and Audit Committee – Adam Frank (chair), Julia Eddy, Diane Curran, Susan Cho.

Junction Committee – Fred Feinstein (co-chair), Rachel Hardwick (co-chair), Sawa Kamara, Katea Stitt.

Expansion Committee – Adam Frank, Susanne Lowen, Susan Cho, Julia Eddy.

Policy Governance Reflection Committee - Fred Feinstein, Adam Frank, Susanne Lowen, Mary Rooker (former board member).

Board Development Committee – Diane Curran (chair), Adam Frank.

**Term 2018-2019 Meeting Attendance:**

|           | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov |
|-----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Cho       | *   | *   | *   | *   |     |     |     |     |     |     |     |     |
| Curran    | *   | Ex  | *   | *   |     |     |     |     |     |     |     |     |
| Eddy      | *   | *   | *   | *   |     |     |     |     |     |     |     |     |
| Feinstein | *   | *   | *   | *   |     |     |     |     |     |     |     |     |
| Frank     | *   | Ex  | *   | Ex  |     |     |     |     |     |     |     |     |
| Hardwick  | *   | *   | *   | *   |     |     |     |     |     |     |     |     |
| Kamara    | *   | *   | *   | Ex  |     |     |     |     |     |     |     |     |
| Lowen     | *   | *   | *   | Ex  |     |     |     |     |     |     |     |     |
| Stitt     | *   | Ex  | *   | *   |     |     |     |     |     |     |     |     |

(ex=excused)

**Board Terms:**

| Board Representative | Term:                      | Term Ends: |
|----------------------|----------------------------|------------|
| Cho                  | 3 years                    | 2019       |
| Curran               | 3 years                    | 2020       |
| Eddy                 | 3 years                    | 2021       |
| Feinstein            | 3 years                    | 2019       |
| Frank                | 3 years (consecutive term) | 2020       |
| Hardwick             | 3 years (consecutive term) | 2019       |
| Kamara               | 3 years                    | 2021       |
| Lowen                | 3 years                    | 2020       |
| Stitt                | 3 years                    | 2021       |

