

TPSS Board of Representatives Meeting

Date: August 15, 2019

Board present: Diane Curran (DC), Adam Frank (AF), Sawa Kamara (SK), Susan Cho (SC), Susanne Lowen (SL)

Board excused: Fred Feinstein (FF), Julia Eddy (JE), Rachel Hardwick (RH), Katea Stitt (KS)

Staff & consultants present: Mike Houston (MH)

Members Present: N/A

Minutes prepared by: Susan Cho (SC)

BOARD ACTIONS:

- The Board approved the minutes from the July 2019 board meeting.
- The Board decided to begin staffing the members' corner on Mondays from 5pm-7pm, for 3 months.
- The Board agreed to hold the fall membership meeting on October 19, from 2pm-3:30pm, during the fall festival.

Open member forum:

No non-Board members present.

GM Report:

MH reported that "Co-op Basics" (purple tags) is being rolled out, highlighting affordability in various ways including labeling on shelves and use of the front endcap. This new program complements "Co-op Deals" and "Owner Basics." <https://tpss.coop/shop/coop-member-deals/>. "Co-op Deals" are special sales from vendors. "Owner Basics" gives members and non-members affordable prices year-round, not special sales.

Leandra Nichola (LN) is looking into highlighting our bulk section more. SL noted that one frequent shopper wasn't aware that we had a bulk section.

MH reported satisfaction that he got to be present for the audit, which Yodit thought went faster than last year. The audit results will be reported in September. Audits are done annually.

MH will take on HR responsibilities while Irene is out on parental leave.

On the MoCo Food Council, MH is leading a subcommittee to look at licensing requirements for events, sampling, demos, etc. They need to be clarified and hopefully streamlined, following the lead of some surrounding areas. MoCo Food Council is advocating for a simplification of the requirements.

Board Business:

DC plans to contact JE in September to ask about her situation at that time, so we can make sure the secretary and admin responsibilities are covered. If JE does not return to Secretary position, DC will ascertain what exactly the Secretary's responsibilities are and make a recommendation to the board re whether to hire an administrator. In the meantime, SC will prepare board packets and monitor the board@tpss.coop inbox.

Committee Updates:

Membership Committee:

SK explained LN's idea for board members to help staff the store's Member's Corner. DC pointed out that it might be nice for the Board to have a regular presence in the store. Members would know that at certain times, a Board member would be available in-store to talk to. SL pointed out that we could draw people's attention to the store website, social media platforms, sales, membership meetings, board elections, etc. MH pointed out that with the tablet in the store, cashiers no longer had to break away from ringing people up in order to enroll someone.

LN specified possible times of 4pm-8pm on Sun, Mon, or Wed. The Board members present agreed to participate in a 3-month trial of solo 2 hr shifts, Mondays 5pm-7pm, starting in September. DC will draft an email to introduce the plan to the rest of the Board, LN will make a signup genius, SL will draft talking points. Board members will wear their nametags. Depending on how this goes, we might recruit other members to fill in more time slots.

SK asked for ideas about how to reach out to the community without appearing like we're marketing ourselves. Her attempts to connect with folks at the Maple Ave apartment buildings were not very successful. MH related that he does 3 "gives" before asking for something. Offering food for an event (which allows an opportunity to talk about the food in a natural way), inviting an org to table at the store if they need help publicizing their event, inviting them to our own events. DC pointed out that we need to check with MH to see what is practical to offer.

DC announced that the membership committee chose October 19 for the fall membership meeting. It will be integrated into the Co-op's fall festival, which AF pointed out is also the day of the Jewish Harvest Festival Sukkot. Board nominations open around Labor Day, so we can introduce the candidates at the membership meeting.

Policy Committee:

SC asked for clarification on a difference in decision-making between how the Board votes and how the general membership votes. It was determined that the text of both the Policy Register and the By-laws are accurate with regard to that difference (when consensus may be broken). SL expressed appreciation for the proposed changes, which make the text much more concise. DC recommended that SC send an email inviting feedback on the remaining proposed changes, then after a specified time, submit the proposed changes to a Board vote.

Next Board Meeting: Thursday, September 19

Meeting adjourned at 9 pm.

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.

Future of Food Committee – Susanne Lowen, Susan Cho, Julia Eddy.

Term 2018-2019 Meeting Attendance:

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