

**TPSS Board of Representatives Meeting
Open Session (public part of meeting)¹ Minutes**

Date/Location/Time: July 16, 2020, meeting (held remotely, on-line) 6:30 p.m.

Board present: Diane Curran (DC), Fred Feinstein (FF), Adam Frank (AF), Susan Cho (SC), Bob Gibson (BG), Sawa Kamara (SK), Susanne Lowen (SL), Katherine Tsantiris (KT)

Board absent: Katea Stitt (KS)

Members present: Rachel Hardwick (RH)

Staff present: Mike Houston (MH), General Manager (GM)

Minutes submitted by: Solveig Mortensen (SM), Board Administrator

Meeting held by Zoom and telephone connection.

Board ACTION:

- The Board approved the June 18, 2020 open session Board meeting minutes as amended.

Housekeeping:

- Due to the ongoing COVID-19 pandemic limitations, the Board held the July 16, 2020 meeting by Zoom and phone.

Review Agenda: MH reminded the Board that the unlisted monitoring report for L-5, Budgeting and Financial Planning, and the operating budget were both agenda items for the closed session.

Action Item review: DC prompted Board members to review the list and provide updates and/or mark tasks as completed within a week of this meeting.

Open Member Forum: The Co-op member present for part of this meeting, exited prior to the open member forum.

GM Report: MH gave the update that store operations continue to run relatively smoothly after the re-opening; people are excited to be back in the store. MH also noted that with taking the store's size into account, he viewed this as a big accomplishment.

Board Business:

Committee updates:

Membership and Community Affairs Committee (MCAC): FF reported that the July MCAC meeting was moved to July 21, 2020 at 6:00pm. DC identified the Fall Member-owners meeting as a significant upcoming Board/Co-op priority and noted that the Committee will be working on the agenda for the meeting.

¹ Monthly Co-op Board meetings have open and closed portions. Members are welcome at the open portion of meetings. The closed part of Board meetings is reserved for discussion of finances, personnel, and legal issues.

Nomination Committee: The Board discussed an item on the Topical Calendar: Board assignments for Elections. The Board decided to add this as a Topical Calendar item for September and noted how in years past a non-member was invited to participate in the vote count. SK, MH, and the Board discussed the nominations election solicitation announcement and how the included cut off date has to come before November 19th 2020, the final date for votes to be tallied. SK confirmed that the Nominations Committee will be providing materials for the Co-op’s website soon. The Board also discussed the protocol and courtesy of soliciting people who had run for the Board in the past.

Policy Committee: No report for this meeting.

Personnel Committee: No report for this meeting.

Board Development Committee: No report for this meeting.

DC suggested that SC, KT, and she make a recommendation through email re: which remote meeting platform should be purchased for the Board and committee meetings.

7:00 pm meeting adjourned

Board Representatives’ Committee Memberships:

Membership and Community Affairs Committee: FF, SK, BG, DC (FF Chair)

Audit and Finance Committee: AF, SC, BG, KT (AF Chair)

Personnel Committee: DC, SK, KS (DC Chair)

Policy Committee: SC, AF, KT (SC Chair)

Nominations Committee: SK, FF, BG (SK Chair)

Junction Committee: FF, SK, KS (FF Chair)

Expansion Committee: AF, SC, SL (AF Chair)

Board Development Committee: DC, AF (chair position shared)

Term 2019-2020 Meeting Attendance:

	Dec	Jan	Feb	Mar	April	May	June	July
Cho	*	*	*	*	*	*	*	*
Curran	*	Ex	*	*	*	*	*	*
Feinstein	*	*	Ex	*	*	*	*	*
Frank	Ex	*	*	*	*	*	*	*
Gibson	*	*	*	*	*	*	*	*
Kamara	*	*	*	*	*	*	*	*

Lowen	*	*	Ex	*	*	*	*	*
Stitt	*	Ex	Ex	*	Ex	*	Ex	Ex
Tsantiris	Ex	*	Ex	*	*	*	*	*

(Ex=excused)

Board Terms:

Board Representative	Term:	Term Ends:
Cho	3 years (consecutive term)	2022
Curran	3 years	2020
Feinstein	3 years (consecutive term)	2022
Frank	3 years (consecutive term)	2020
Gibson	2 years	2021
Kamara	3 years	2021
Lowen	3 years	2020
Stitt	3 years	2021
Tsantiris	3 years	2022