

# TPSS Board of Representatives Meeting

## Open Session (public part of meeting)<sup>1</sup> Minutes

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Date/Location/Time: March 18, 2021 meeting (held remotely, on-line) 6:30 pm  
Board present: Diane Curran (DC), Bob Gibson (BG), Susan Cho (SC), Adam Frank (AF), Fred Feinstein (FF), Elizabeth Teuwen (ET), Katea Stitt (KS), Xitlalli Velasquez (XV)  
Board absent: Katherine Tsantiri (KT)  
Staff present: Mike Houston (MH), General Manager (GM)  
Members and Attendees present: Esteban de Dobrzysky (ED)  
Minutes submitted by: Solveig Mortensen (SM), Board Administrator  
Meeting held by zoom and telephone connection.

### **Board ACTION:**

- The Board approved the February 18, 2021 Open Session Board meeting minutes.
- The Board approved the GM's Monitoring Report for policy L-9, Membership.

### **Housekeeping:**

*Review outstanding action items and topical calendars:* DC gave the update that Zoom accounts for the Board and the GM are nearly established. DC observed that per the Topical Calendar, the review of L-2 policy is slated for June. DC suggested that discussion around pending changes for policy L-2 be part of the overall deep dive work into the Policy Register. The Board confirmed, therefore, that the GM can complete his monitoring report for L-2 referencing the policy as it is currently written.

**Open Member Forum:** ED suggested that following the Co-op's practice of hanging flags to represent staff's various countries of origin, the Co-op should add a Brazilian flag, and MH agreed. ED asked whether the Co-op would have a new shopper survey this year. MH shared that those surveys track different information over years and can be used for statistical purposes. To keep the costs of the shopper surveys in mind, the Co-op aims to do one every 3-5 years. Sometimes the surveys are created in-house, and sometimes they are created by a professional service.

**GM Report:** MH spoke with the Co-op's human resources director and learned that all the employees who want to get vaccinated against COVID-19 have received their first shot or have an appointment scheduled for it. MH noted there will be incentives for employees to get vaccinated, but no employees will be forced to do so.

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<sup>1</sup> 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.

MH updated the Board that through the Food Council, he met with two County Councilmembers about the Co-op's recommendations to lessen licensing burdens for businesses and nonprofits. MH explained how the issue of food licenses is something that the Food Council has been working on for a while, because it can be costly every time a business performs an off-site service. MH noted that many businesses are seeking support in this area, particularly as they prepare to reopen or resume events.

In response to Board inquiry, MH summarized that the Montgomery County Food Council, for which he is a board, council, and racial equity council member, is a private non profit group with seven to eight staff members and amongst other things, works with community groups, such as Small Things Matter.

**L-9 Membership:** A Board member asked for clarification on how the Co-op defines community events and whether the Co-op had resumed in-store educational events. MH recounted how the Co-op used to hold an educational event on Monday nights, but suspended them after the pandemic hit to not create new opportunities for congregation. MH defined a Co-op community outreach event as any non-grocery sale or demonstration event held by the Co-op. FF and MH discerned how the review work of the Membership Committee's current policies within the policy register is more subject of Board policy than a subject of policy L-9. The Board approved the GM's monitoring report for policy L-9.

### **Board Business:**

#### **Committee updates:**

Membership and Community Affairs Committee (MCAC): FF projected the date for the upcoming Spring membership meeting as April 27th, pending confirmation from Crossroads Community Food Network. The MCAC anticipates the meeting and open member question forum lasting an hour each. This membership meeting will not include a Treasurer's report.

FF updated the Board that he and ET have begun reviewing the membership committee policies in the policy register by sorting out what is policy versus suggestions; they aim to next prioritize the policies. FF and ET also commented that some of these policies may fit better in other parts of the policy register and also include useful DEI concepts.

FF shared how originally the MCAC thought about making the hill and parking lot clean up a member event, but with the pandemic decided to hold it as a Board member event. FF stated that they worked on the areas and the task was successful.

**Policy Committee:** No report was provided.

**DEI: update on DEI training plans:** KS shared that she accepted the role of the Committee chair and that the DEI Committee met and had a good meeting. KS shared that AF created a DEI Committee folder and suggested that Board members can feel free to add good resources there.

KS reported that Leah Kedar will give the Committee a revised prospectus proposal, which they will share with the Board. KS noted that they discussed how Ms. Kedar’s work will include the Board and maybe some managers. KS also shared that they discussed asking Michelle Bollanger to possibly present as part of a forum or panel discussion.

KS informed the Board that Columinate will have a free one hour talk about how co-ops are approaching DEI training on April 6th from 7:30-8:30pm.

Meeting adjourned at 7:35pm

**Board Representatives’ Committee Memberships:**

**Membership and Community Affairs Committee:** (FF Chair) FF, DC, KT, ET, EdD\*(non Board member) \*Esteban de Dobrzysky

**Finance and Audit Committee:** (AF Chair) AF, SC, BG, KT, CV (DC, ET as ex-officios)

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

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

**Nominations Committee:** (BG Chair) BG, FF, CV

**Junction Committee:**(FF Chair) FF, DC, BG, KS, ET

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

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

**Term 2020-2021 Meeting Attendance:**

	Dec	Jan	Feb.	Mar
Cho	*	*	*	*
Curran	*	*	*	*
Feinstein	*	Ex	*	*
Frank	*	*	*	*
Gibson	*	*	*	*
Stitt	Ex	Ex	Ex	*
Teuwen	*	*	*	*
Tsantiris	*	*	*	Ex

Velasquez	*	*	*	*	
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(Ex=excused)  
(Re=Resigned)

**Board Terms:**

Board Representative	Term:	Term Ends:
Cho	3 years (consecutive term)	2022
Curran	3 years (consecutive term)	2023
Feinstein	3 years (consecutive term)	2022
Frank	3 years (consecutive term)	2023
Gibson	2 years	2021
Stitt	3 years	2021
Teuwen	3 years	2023
Tsantiris	3 years	2022
Velasquez	1 year	2021