

TPSS Board of Representatives Meeting

September 15, 2022

Open Session Minutes

Board present: Bob Gibson (BG), Diane Curran (DC), Elizabeth Teuwen (ET), Susan Cho (SC), Esteban de Dobrzynski (ED), Fred Feinstein (FF)

Board members absent: Adam Frank (AF), Katea Stitt (KS), Kathy Tsantiris (KT)

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

Members present: Ami Amin (AA), Taylor Dibbert (TD)

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

Meeting held by zoom and called to order at 6:30pm

Board ACTION:

- The Board approved the August 18, 2022 Open Session Board meeting minutes as amended.

Topical Calendar and Agenda housekeeping: BG reminded the Board that there will be a policy blitz session on September 24th. On that day, the Board will review its policies and work on the Ends Statements with the Co-op's Columinate consultant.

BG also reported that he, MH, SC, and SM participated in the recent hybrid Mid Atlantic Food Cooperative Alliance (MAFCA) meeting at the Common Market in Frederick, MD. BG summarized that the meeting provided a good glimpse into how other food co-ops have addressed expansion and managed aspects of their governance, and the use of member committees.

To keep the Board updated, FF and SC confirmed that they will not be running in the next Board election.

Open Member Forum: AA expressed her interest in running in the upcoming Board election. AA reported meeting with FF and DC on a different occasion.

TD also shared his interest in running for the Board. TD stated that he has been a member owner for some years, helped stock shelves, and helped with the Co-op's blog. SC noted TD's attendance at Co-op tabling events. DC shared that she met with TD as well.

Membership Committee: FF reported that the Membership Committee met, and he posted the meeting's minutes for the Board. FF shared that the plan for the fall Membership meeting, scheduled for Oct. 16th, is largely set. The agenda for the meeting will entail presentations from

the Board president, officers, GM and then the candidate's and member's forums. The meeting will occur at the Takoma Park Station firehouse again.

FF shared that there is a proposal to merge the Membership and Board Elections and Development Committee; he had a piece of writing on this topic, based on work that he and ET developed earlier. DC mentioned that she and ET used a policy template provided by the Columinate consultant to create policies which address the goals and responsibilities of the Board to Co-op members and combines the Committees. FF planned to eventually circulate materials on the topic to the Board.

Board Development and Elections: DC reflected upon how the Board/Co-op should aim to develop a pool of qualified candidates. DC urged Board members to pass along the names of people that have the ability and interest in working on the Board, particularly those who are participating in civic activities in the community. The Board and GM accepted ET's offer to include an announcement about and the requirements for the election in the Food Council's newsletter.

GM Open Session: MH reported visiting the 4P Foods in Warrenton, VA with the Montgomery County Food Council and described them as a direct to the consumer CSA. MH shared that 4P Foods acquired a store in Lancaster and are expanding their wholesaling operations.

MH also reflected upon the MAFCA meeting at the Common Market Co-op; learning about their experience in opening a second store. MH noted that adding a second store is different from adding a third or fourth one and that the Common Market reported seeing a good number of their shoppers migrate to their new store. SM shared that the Common Market benefits from receiving regular customers from as far as western MD and southern PA. MH said he looked forward to hearing more expansion and development stories at the National Cooperative Grocers' GM meeting in Minneapolis the following week.

In response to Board inquiry, MH gave details on the most recent health inspection at the Co-op. Only minor issues were found and the Co-op passed. One of the reasons for the inspection is that TPSS has prepared foods and things that are being prepared. The health inspector checks the front and back of the store, the temperature of the refrigerators, and the state of the products. Early in the Covid pandemic they also looked for necessary precautions, such as masking.

MH reported on recent conversations with the Penn Branch [D.C.] community group which has been organizing and signing up members. The Penn Branch group plans to start as a buying club, order produce, and make their own CSA. MH elaborated that they are trying to keep their membership engaged and show proof of concept.

7:10pm Meeting adjourned

Board Representatives' Committee Memberships:

Membership and Community Affairs Committee: (FF Chair) FF, DC, KT, ET, ED

Finance and Audit Committee: (AF Chair) AF, SC, BG, KT, ET (DC, ex-officio)

Personnel Committee: (BG Chair) DC, KS

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

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

Diversity, Equity, and Inclusion KS (Chair), SC, BG, AF, KT

Expansion Committee: (AF Chair) AF, SC, BG, ED

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

Term 2021-2022 Meeting Attendance:

Board member	Dec. 2021	Jan. 2022	Feb. 2022	March 2022	April 2022	May 2022	June 2022	July 2022	Aug 2022	Sept. 2022
Cho	*		*	*	*	*	*	*	*	*
Curran	*	*	*	ex	*	*	*	*	*	*
de Dobrzynsi	*	*	*	ex	*	*	*	*	ex	*
Feinstein	*	*	*	*	*	*	*	*	ex	*
Frank	*	*	*	*	*	ex	*	ex	ex	ex
Gibson	*	*	*	*	*	*	*	ex	*	*
Stitt	*	ex	ex			*	*	ex	ex	ex
Teuwen	*	*	*	*	*	*	*	*	*	*
Tsantiris	*	ex	*		*	*	*	ex	*	ex

*Listing of election deadline dates, per 5/16/22 memorandum:

Deadline for board applications: Thursday Oct 13

Date for commencement of voting: Friday October 14

Date of fall membership meeting and candidate forum: Sunday October 16

Last day to vote: Friday November 18

Date for counting votes: Tuesday November 22

Announcement of election results: Thursday November 24

New Board terms start on: Thursday December 1