

# TPSS Board of Representatives Meeting

## June 15, 2023

### Open Session Minutes

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Date/Location/Time: June 15, 2023 meeting 6:30 pm

Board present: Bob Gibson (BG), Elizabeth Teuwen (ET), Esteban de Dobrzynski (ED), Adam Frank (AF), Orly Keiner (OK), Susan Cho (SC), Taylor Dibbert (TD)

Staff present: Mike Houston (MH), General Manager

Not present: Ami Amin, Katea Stitt (KS)

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

*\*Meeting held at Historic Takoma and remotely, by zoom*

#### **Board ACTION:**

- The Board approved the May 18, 2023 Open Session Board meeting minutes.
- The Board approved the GM's Monitoring Report for policy B-8, Board Logistical Support.

**Member Appreciation Day:** Board members shared their various reflections upon the Member Appreciation Day event. They described it as a successful gathering with great food and music and robust member participation. The Human Bingo was a successful ice-breaker and the Co-op and Board were happy to see many first-time attendees. Membership Committee members remarked they learned some things for the next, similar event. BG shared that two new members expressed interest in running for the Board.

MH shared his impression that the VFW Post 350 was very accommodating. MH confirmed that TPSS Co-op made a \$150 donation to the VFW (Post 350) and that the total event cost was \$900.

**Zero Plastic Event:** The Zero Plastic event will occur on June 20th, and OK reported that twenty two people were currently signed up. The Fulfillery can likely hold 30-40 people. Board members planned to send a reminder on various listservs. The Board noted that this event will devote a lot of time to audience questions and attendees will be encouraged to contribute. ET noted that the Membership Committee and Board can be working both at supporting the Co-op's educational and community endeavors and at perpetuating Board participation. ET elaborated that these aims are the Board's framework for its work.

**Board Review of Policies C-6 Officers' Role, D-Global Board-Management Connection, and D-1 Unity of Control:** In doing her review of C-6, ET was reminded of the perpetuation of Board

officers to fulfill AF's Treasurer's role as his final term ends this fall. BG acknowledged the importance of speaking with one voice as stipulated in policy D-1. The Board agreed that Policy C-6, D, and D-1 were acceptable at this time.

OK indicated that she re-reviewed Policy D-4 and did not have further revisions at this time.

**Membership and Community Activities Committee (MCAC) meeting:** ET reported that the MCAC was surprised and hopeful in regards to the generally very positive responses to the Member Engagement Survey. With regards to attending the member-owner meetings, 60% of members expressed interest and 40% of members expressed disinterest. ET summarized that the MCAC hopes to make inroads on member attendance. While the committee sees ways to improve the survey design in the future, these responses provide a good baseline on how members perceive the Co-op.

The Board and GM discussed survey applications; Survey Monkey can give good analytics; the Co-op used Wordpress this year because it is where the 2020 survey was kept, embedded on TPSS Co-op's web pages, and was useful in solving some of the same day login issues.

**General Manager Updates/GM Report:** MH stated that monitoring for policy B-8, Board Logistical Support, is pretty straightforward and that he usually addresses the way he receives the report in another policy. The Board accepted the GM's Monitoring report for this policy. The Board also noted that both policy B-8, Board Logistical Support and policy B-5, Customer Experience as policies themselves were acceptable at this time.

**TPSS Marketing Plan:** The Board and GM recognized that in reviewing this marketing plan together, it is an opportunity for the Board to express how they plan to support the Co-op's marketing goals. A Board member asked for an update on the Community Engagement Manager's plan to shoot videos about different store items in collaboration with what is on sale at the store. MH shared that he hears there is a lot of collaboration and interest in this task, but he could not give a task timeframe yet.

The Board and GM reflected upon how the plan included both aspirational goals and scheduled tasks; additionally in some areas, the plan shows event dates but not when the earlier marketing and communication work for those events will occur. The Board and GM discussed the example of the Board elections and fall member meeting, which occur in October, but will likely include social media and blog posts in earlier months.

MH explained that there were things that came up over the course of the year that did not fit into the categories on the plan, and generally things outside the scope of the plan would not be a priority. MH confirmed adding GusNIP to the January plan.

Results of Staff Survey/SNAP report: MH noted that he will be formally addressing the results of the staff survey when he completes his monitoring report for policy B-6 in October, but he wanted the Board to have a view at the outcome prior to his scheduled interpretation.

MH reported that the SNAP presentation that he and Lauren Goldberg, Executive Director of Crossroads, gave to the twenty-two other GusNIP grant recipients went well. MH commented that Crossroads did a fantastic job. The Board asked MH his impression of how the GusNIP grant and value is standing out to other people. MH commented that it is a great project.

SC commented that the fact that the Co-op did not have external match funding for a period before GusNip but continued the match using Co-op funds for those who use SNAP benefits, was a decision in line with TPSS Co-op's values. MH explained that the Co-op's match dollars was a relatively small monthly amount and came from the Covid-19 pandemic funds it received, so the Co-op wanted to keep the program. In response to Board inquiry, MH confirmed that the funding for GusNIP does increase sales for the Co-op.

The Montgomery County Food Council came to TPSS Co-op for a site visit, and MH shared that in addition to two of the presenters, Crossroads and Small Things Matter, several people from different offices in PG County attended. The Board discussed wanting to amplify messages from these events as part of its communication plan, and how, at the same time, what's really impactful is providing the venue to hear from these community partners in person.

In regards to the recent Trukgarten event, MH confirmed that TPSS Co-op purchased the kegs for the DC brewers to sell. MH explained that per distribution laws, DC breweries cannot bring their own kegs to a MD event as the delivery has to come through the County. So the participating DC breweries had their kegs delivered to TPSS Co-op, and the Co-op was reimbursed.

Meeting adjourned 7:28pm

#### Board Representatives' Committee Memberships:

Annual Meeting Committee: BG (Chair), TD, MH (GM), and Chloe Thompson (Co-op staff)

Board Development and Elections Committee: AF (Chair), BG, TD

Diversity, Equity, and Inclusion: KS (Chair), SC, ED, AF, ET, and Chloe Thompson (Co-op staff)

Finance and Audit Committee: AF (Chair) AA, TD, BG, MH (GM), and Yodit Gebremeskel (Co-op staff)

Membership and Community Affairs Committee: ET (Chair), ED, BG, OK, MH (GM), Chloe Thompson (Co-op staff) and Diane Curran & Fred Feinsten (former Board members)

Personnel Committee: BG (Chair), ET

Retreat Planning Committee: AF, ET, MH, OK, (and the Columinate consultant, Jade Barker)

**Term 2022-2023 Meeting Attendance:**

	Dec	Jan	Feb	Mar	April	May	June
Amin	*	*	*	Ex	*	Ex	Ex
Cho	*		*	*	*	*	*
de Dobrzynski	*	*	*	*	Ex	*	*
Dibbert	*	*	*	*	*	*	*
Frank	*	*	*	*	Ex	*	*
Gibson	*	*	*	*	*	*	*
Keiner	*	*	*	*	*	*	*
Stitt	Ex	Ex		Ex	*		
Teuwen	*	*	*	*	*	*	*

(Ex=excused)

**Board Terms:**

Board Representative	Term:	Term Ends:
Amin	3 years	2025
Cho	1 year (appointed term)	2023
Dibbert	3 years	2025
de Dobrzynski	3 years (term after appointment)	2024
Frank	3 years (consecutive term)	2023
Gibson	3 years (consecutive term)	2024
Keiner	3 years	2025
Stitt	3 years (consecutive term)	2024
Teuwen	3 years	2023