

# TPSS Board of Representatives Meeting

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Date: December 14, 2014

Time and Place: 7:00pm, TPSS Community Room

Present: Rachel Hardwick (RH), Emily Townsend (ET), David Zuckerman (DZ), Bill Rodgers (BR), Tanya Whorton (TW), Paul Richards (PR), Adam Frank (AF), LuLu Fulda (LF)

Absent: Robert Anderson (RA)

Others present: Abdi Guled (AG), Marilyn Berger (MB), Fred Feinstein (FF)

Minutes submitted by: Solveig Mortensen (SM)

## RESOLUTIONS:

- The Board approved the November 23, 2014 Open session meeting minutes as amended; ET motioned and approved by consensus.
- The Board tabled the review of suggested modifications for policy G7 and policy G1.
- By consensus the Board approved the appointment of the following slate of officers: RH for Board President; RA for Board Vice President; DZ for Treasurer; ET for Secretary.
- By consensus the Board approved the appointment of the following slate of Board committee chairs: Nominations Committee, BR; Membership Committee, LF; Policy Committee, PR; Personnel Committee, RH; Expansion Team/Committee, RA.

***Code of Ethics/Conflict of Interests Disclosure:*** ET disclosed that for personal reasons, on occasion, she has social interaction with members of the Ability Project Board. ET also disclosed her involvement with the Community Vision for Takoma Junction meetings.

***Open Member Forum:*** FF shared that he had met with members of the Co-op's Expansion team. He conveyed his hope that the Co-op and community can communicate and coalesce on one development plan/plan with financing. He said many are interested in the possibility of underground parking if it is affordable and also said he hopes that many involved with the community vision group are ready to support one of the Co-op's proposals, as the proposals embody the Co-op's efforts to meet its needs and the values expressed in the Takoma Junction Task Force Report.

***GM Report:*** AG welcomed the new Board. AG shared positive feedback re: the store's appearance and noted how the marketing staff have worked to improve the signage. He relayed that during his paternity leave he will aim to keep in contact with managers, delegate representation to the Board to MB, and continue to have a strong team operate the store floor.

Management reported that finalizing the audit entails resolving remaining open items, mainly by obtaining bank statements. Management also explained that initially Quickbooks was updated on

one computer but not others, which caused errors that had to be corrected and affected the turnaround time with the auditors. **AG agreed to give the Board an estimate on the turnaround time for the financial statements.**

AG shared that the recent Pajamarama day was a success. He described how the Co-op is transitioning from Super Thursday to M.A.D. Money in response to the Co-op's customer survey and that the Co-op anticipates the new discount day structure may help with overcrowding. The Board discussed the Co-op's eventually reviewing the financial effects of the discount program. AG confirmed that the employee handbook is complete.

Management informed the Board that the recently paid property taxes covered a period of roughly two years and several months.

**Board Officer and Committee Chairs:** RH and TW recounted how in the previous year, the Board considered ways to increase greater continuity with its Board officers and made efforts to build that within its officer ranks. TW invited all Board reps. to remain interested in officer roles and opened the meeting for any nominations.

TW nominated RH for role of President and DZ seconded. RH nominated RA for VP and PR seconded. PR nominated DZ to be Treasurer and ET seconded. DZ nominated ET to be Secretary and PR seconded.

**Committee Chairs:** RH relayed that the by-laws require an audit and finance committee as one of the Board's standing committees; currently the entire Board comprises this committee, the FAC. RH proposed the Board create a standing policy committee to handle policy changes by bringing them to the Board at the point of voting and in effect further streamline Board meetings. RH and TW described how the Nominations Committee not only needs election preparation, but also year round recruitment and event participation. In final, RH asked that Board chairs complete short, written reports of committee meetings and forward them to the Board Administrator.

Board reps. joined the following committees, with the following designated Chairs:

- Nominations Committee: BR, Chair; PR and AF
- Membership Committee: LF, Chair; ET, TW and PR
- Policy Committee: PR, Chair; DZ and AF
- Personnel Committee: RH, Chair; RA, TW
- Expansion Team/Committee: RA

**Board calendar:** The Board agreed to hold its meetings at 6pm on the 4th Sunday of the month, with the exceptions of May (May 31st) and December (December 13<sup>th</sup>) for 2015. RH shared the upcoming City Council meeting dates of January 12<sup>th</sup> and 26<sup>th</sup>.

MEETING ADJOURNED: 8:20PM

BOARD ATTENDANCE TALLY:  
Term 2015:

<u>Rep.</u>	<u>Dec.</u>
Anderson	
Frank	*
Fulda	*
Hardwick	*
Richards	*
Rodgers	*
Townsend	*
Whorton	*
Zuckerman	*