

## **Minutes of the Tuesday, July 30, 2024 Park Slope Food Coop General Meeting**

The monthly General Meeting (GM) of the Park Slope Food Coop (PSFC) was held at the Prospect Park Picnic House on Tuesday, July 30, 2024, beginning at 7:10 p.m. A few weeks beforehand, an announcement about the scheduled meeting and the agenda were posted on the PSFC website, foodcoop.com, inviting members to participate. Meeting materials were made available to all Coop members by email before the meeting. Chair Committee members David Moss and Charlie Rogers served as chair and secretary.

### **Open Forum**

Topics raised by members included a group at the Coop organizing to take on environmental projects and looking for new participants, people in favor or against switching to a hybrid in-person-and-remote form of GM, and efforts made to bridge the communication gap between members on either side of the issue of boycotting Israeli products at the Coop.

### **Financial Report and General Coordinators' (GC) Reports**

Treasurer, GC & General Manager Joe Holtz presented a financial report, referring to notes and statements for the 20-weeks period ending 6/16/24. GC Elinoar Astrinsky made a report, which included commendations to the Coop staff for their hard work and to the young people joining the Coop since the age that the work requirement for members was raised, the Coop's new shopping carts, electronic shelf labels, and salad greens bins, new items made available in the price lookup computer, the search for members with painting, carpentry and repair experience, and the 13 varieties of melons currently carried at the store. GC Joe Holtz made a report, which included the search for alternatives to plastic bags, a problem that occurred the previous week when a delivery of face masks had not arrived on-time and the store had none to give out, the recent decision to leave the vendor Soda Stream, and a welcome to new General Coordinator Matt Hoagland. The meeting discussed the reports.

### **Committee Reports**

Member Anne Schoeneborn made an announcement on behalf of the Cooperative Economics Alliance of New York City (CEANYC) regarding their new map of New York City cooperatives, found at [map.gocoopnyc.org](http://map.gocoopnyc.org), and inviting PSFC members to their bi-monthly meetings. International Trade Education Committee (ITES) member Bart DeCoursy made a report.

### **Agenda item 1 – Proposal: Modified and improved proposal concerning personnel policies, the Personnel Committee, and the General Coordinators**

Area Coordinators Karen Mancuso, Mae Frankeberger and Jana Cunningham presented the proposal on behalf of 52 area coordinators whose names were projected on a screen at the meeting. After discussion, the meeting voted overwhelmingly by show of hands in favor of the proposal inserted in italics below.

1. *Selection of Personnel Committee (PC):*
  1. *The PC, like all Coop committees, is responsible for the selection process for new PC members. The PC will advertise for open positions and select qualified candidates to be interviewed.*
  2. *The PC will add two area coordinators as a part of the selection process.*
  3. *The PC will present candidates to the General Meeting to stand for election.*
2. *The PC, with the General Manager and the HR GC, shall be responsible for the hiring process, compensation, and employment policies for the GC team.*
3. *The PC is responsible for the hiring process of the General Manager. The PC will form a search team consisting of representatives from the GCs, the Area Coordinators, and PC members, and will work in collaboration with a third-party search consultant(s).*
4. *The PC, with the GC responsible for HR and/or the General Manager, has the authority to take disciplinary actions, in accordance with the Complaint and Grievance Policy and the Employee Handbook up to and including termination as follows:*
  - *The PC, working with the HR GC, is responsible for the disciplinary process pertaining to the General Manager.*
  - *The PC, working with the General Manager, is responsible for the disciplinary process pertaining to the HR GC.*
  - *The PC, working with the General Manager and HR GC, is responsible for the disciplinary process pertaining to all other General Coordinators.*
5. *The personnel policies of the Park Slope Food Coop shall be the responsibility of the General Manager, GC Team, and/or the Personnel Committee. Those entities have the sole authority to bring agenda items relating to personnel policies to the General Meeting.*
6. *Once approved, the above motions shall replace all other GM-approved motions on matters in the areas specified above regarding employment policies and procedures for General Coordinators and the General Manager.*

*This proposal is based on the following considerations. These considerations must be formally entered in the minutes of this meeting:*

1. *The creation of the PC was approved by the Board of Directors during several General Meetings in 1981.*
2. *At the December 1995 and February 2002 General Meetings, the Board of Directors granted authority for all Area Coordinator personnel matters to the GC team. This includes the employee handbook, compensation, hirings, and terminations.*
3. *The GCs regularly seek the review and input of policies contained in the employee handbook from National Cooperative Grocers' recommended employment lawyers and/or other lawyers who have experience working with food cooperatives.*
4. *The GCs review handbook changes with employees in advance of implementation.*
5. *The GCs and the PC have collaborated with an NCG-recommended employment lawyer to develop a robust policy for all complaints against GCs and the General Manager in line with Human Resources (HR) and food cooperative industry standards; the complaint policy includes the provision to employ a neutral third-party employment lawyer to*

- thoroughly investigate these complaints and provide recommended courses of action for any offenses committed;*
- 6. Human Resource (HR) policies must be held to the highest standards of confidentiality and protected from unauthorized disclosures to avoid legal and financial risks to the Coop.*

### **Presentation of Minutes**

Coop secretary Elizabeth Tobier presented the minutes of the June 25, 2024 AM and the minutes of the June 25, 2024 GM, which were approved by general consent.

### **Board of Directors' Meeting**

Imani Q'ryn chaired the Board of Directors' meeting. Three board members were present: Joe Holtz, Tim Hospodar and Imani Q'ryn. Tess Brown-Lavoie, Keyian Vafai and Brandon West were absent. All members of the board present voted in favor of accepting the advice of the members on the minutes of the June 25, 2024 AM and the minutes of the June 25, 2024 AM. All members of the board present voted in favor of accepting the advice of the members on agenda item 1, Proposal concerning personnel policies, the Personnel Committee and the General Coordinators.

The meeting adjourned at 8:53 p.m.



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Elizabeth Tobier, Secretary  
Park Slope Food Coop  
Brooklyn, NY  
August 1, 2024  
(Approved by the August 27, 2024 PSFC GM)