



1250 Fifield Street
Falcon Heights, MN 55108
{P} 651-646-7526
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{W} www.umnctc.org

As a future resident of CTC, we would like you to take the time to understand the cooperative and its membership requirements. You have the option of becoming a member by paying a onetime fee of \$250.00. If you choose to opt out of the membership, you will then pay a \$50.00 per month surcharge.

CTC members are required:

To participate in laundry cleaning on a rotation within your ward,
Attend the annual and quarterly members meeting,
Participate in fall & spring clean ups.

You are expected to serve on a committee of your choice during your stay at CTC. The board and management agree that the best way to maintain and grow a wonderful cooperative is to give all members the opportunity to be involved.

Descriptions of the committees are described below:

Operations Committee

This committee works with CTC management and members to:

Plan efficient, cost effective activities that reduce CTC operating and employment costs,

Develop policies and proposals relating to:

Environmental sustainability

Grounds

Safety

Increase CTC member involvement in monitoring all of these,

Provide assistance to CTC management by making sure that each Ward cleans and maintains the laundry rooms on a daily basis.

Perform other tasks that are related to the grounds operations of CTC as assigned by the Board of Directors.

Finance Committee

The Finance Committee:

- Receives input and direction from the CTC auditor and any accountant and/or bookkeeper
- Review the budget, the audit, the proposed rent and fees schedule, and CTC investments.
- Receives input and assistance from the University Liaison and management to learn the financial policies and procedures relating to the operations and fiscal policies of CTC.

The Committee may perform such other tasks of a financial or fiscal matter as are assigned to it by the Board of Directors.



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Programs Committee

A Programs Committee serves the CTC community by

- Planning welcoming events, sports, community involvement activities
- Identifying and providing programs in areas of interest to members
- Conducting meetings, coordinating activities, organizing and facilitating with the following subcommittees:

4H

Sports

Hospitality

- Communicating these activities and opportunities to members through the Terrace Times and other channels.

CTC staff members may serve as the committee chair and provide such assistance as is necessary and appropriate.