

**Commonwealth Terrace Cooperative, Inc.
Board of Directors
Meeting Minutes
February 24, 2016
6:30pm – 8:30pm**

Present:

Absent:

<input checked="" type="checkbox"/>	Kimberly Weaver Olson	Board President	<input type="checkbox"/>
<input type="checkbox"/>	Joshua Motz	Board Vice President	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Chris Crosby	Board Treasurer	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Lacee Clark	Board Secretary	<input type="checkbox"/>
<input type="checkbox"/>	Divya Bhaskaran	Board Director	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Fahad Kidwai	Board Director	<input type="checkbox"/>
<input type="checkbox"/>	Dhondup Dorjee Shokta	Board Director	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Rong Han	Board Director	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Lisiane Pruielli	Board Director	<input type="checkbox"/>
<input type="checkbox"/>	Scott Creer	Housing & Residential Life	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Kris Graham	Manager	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Hadley Adkins	Operations Manager	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Shanea Schmelling	Minute Taker	<input type="checkbox"/>

Rules

- Raise hand to speak
- Two minutes per turn
- Give everyone a chance to participate
- Stay calm, be respectful and do not get personal
- Stay at the meeting (even if you get upset)
- Be Prepared and read Board Packet in advance
- Inform President or General manager if you are going to be gone or late

Time Keeper: Lisiane

Process Assistant: Lisiane

Introduction

Welcome, Choose Time Keeper and Process Assistant

House Keeping:

1. Assign Terrace Times article -- Due February 29th
 - Volunteers Chris Crosby (new board members, annual meeting, safety- neighborhood watch)
2. Discuss meeting with HRL Staff
 - The executive committee and GM had a meeting with HRL about the Annual budget for 2016-2017.
3. Annual Meeting Date – Thursday, April 21st
 - Look for new date, week before.
4. Change March meeting to March 30, 2016, 6pm. No April meeting.
5. Discuss recruitment of new board members, at least 4 will be needed.
 - Lisiane, Divya, Fahad, Dhondup Dorjee will be leaving

Approve: Packet / Agenda / Consent Agenda

-this is an add or drop time only leading to an up or down vote. Any concerns or questions with the packet should be attended to during monthly reading of the packet (Financial, Management Report, Meeting Minutes, Committee Minutes, etc.). Address questions to Exec Committee or GM.

Lacey motions to approve the board package, agenda and consent agenda. Lisiane second. All 5 approve. 0 opposed.

Scott Creer, University liaison: Updates and University News

- Absent from the meeting.
- Prior to meeting Scott informed the GM that the Road project in planning stages. (Knapp Ave and Ray Place are next). Door project will start later than planned for budgeting reasons.

General Manager: Review Employee Positions

- No questions. Complements to the maintenance staff.

Update on Laundry machine contract

- A 30-day notice of termination of lease was sent to the current laundry supplier.
- BDS Laundry Management Company contract is finalized.
- Wasn't able to get machines that would do 15 in increments, so the contract settled on \$1 for 50 minutes.
- 2-3% increase in next 6 years.
- 40% of revenues is given to the CTC property
- Card Loading machine needs to be internet based, so we will most likely need to move it to the Study Center building where internet already is located and move it form Building 22.
- What is the limit on the amount to be put on your card?
- Plan to replace machines is being sorted out. Emails will be sent to residents.

Internet Update – We are waiting for results of a review from Century Link. They are in the process of evaluating the property and then pricing.

- Hope to have details at next months meeting.
- Survey will be given before the decision is made to remove cable entirely and replace with internet.

Recommended/ Discuss Future Agenda Items:

Informal Evaluation—Recap of assignments, recommend Future Agenda Ideas:

- Internet details from Century Link
- Annual Meeting details and sort through agenda
- Laundry Details on the process of removing and clean up.
- Survey for internet cable options. Kris and Chris will work questions.

Meeting closed at 7:50pm