

**Commonwealth Terrace Cooperative, Inc.  
Board of Directors  
Meeting Minutes  
February 18, 2014  
6:30pm – 8:00pm**

**Present:**

**Absent:**

<input checked="" type="checkbox"/>	Ryan Thompson	Board President	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Prabin Bajgain	Board Vice President	<input type="checkbox"/>
<input type="checkbox"/>	Michael Billington	Board Treasurer	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Danielle Mahoehney	Board Secretary	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Tasneem Anwar	Board Director	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Shipi Kankane	Board Director	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Hina Mittal	Board Director	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Touba Khurshid Malmi	Board Director	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Dipti Karki	Board Director	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Scott Creer	Housing & Residential Life	<input type="checkbox"/>
<input type="checkbox"/>	Kris Graham	Manager	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Shanea Schmelling	Minute Taker	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Hadley Adkins	Operations Manager	<input type="checkbox"/>

**Meeting came to order  
at 6:33PM**

**3 absences**

**Introduction****Rules**

- Raise hand to speak
- Two minutes per turn
- Give everyone a chance to participate
- Stay calm
- Be respectful
- Be Prepared and read Board Packet in advance
- Inform President or General manager if you are going to be gone or late

Time Keeper: Prabin

Process Assistant: Prabin

**House Keeping:**

1. Volunteers for Casino Night (March 14)
  - i. Mike will be a poker dealer, Prabin, Hina, Ryan for an hour
2. Assign Terrace Times article for February- Due February 28<sup>th</sup>
  - i. Article motivating people to fill out applications to join the board
  - ii. Hina will write it
3. Review of Karaoke night and Bollywood events for good ideas
  - i. Everyone thought both were really fun
  - ii. Bollywood had more people, possibly because it was organized by large group of residents and children were invited
  - iii. It would be great to have other cultural nights organized by CTC residents → Hadley says she is working on this

**Approve: Packet/Agenda/Consent Agenda**

- Everything looks good

***Prabin moves to approve the consent agenda. Seconded by Hina. 8 approve. 0 oppose. 0 abstain.***

**Nominating Committee Selection**

- We have already had 2 people apply
- Easiest to keep nominated committee to board members
- Ryan volunteers to serve on that committee, Hina and Shipi will also be on the committee

- Committee will meet if more than 5 applications received to narrow it down to 5 (do not want more than 5 people speaking at membership meeting—it would be too long)

**General manager’s Report:** given by Hadley on CTC application process

*Objective: a time for the board to get to know the GM, ask questions and learn about the position of General Manger.*

- Management tries to educate about community and membership and meaning of cooperatives throughout application process
- Starting new resident survey at this month’s new resident orientation to evaluate orientation session
- Some board members suggested waiting until after applicant is accepted before asking them questions about volunteering, etc. → don’t want applicants to feel like they are getting screened
- Suggestion to re-survey people at annual meeting about volunteering
- Need 2-3 board members and/or ward reps at each new resident reception to recruit for board membership
- Board members to please help promote International Women’s Day

**Scott Creer, UM Liaison; Monthly update:**

- Housing and Residential Life sponsors a survey every 2-3 years of people living in graduate student housing
- Survey gives snapshot of who people live with, where people live
- 16,738 graduate students, 959 did completed responses; 70% rent
- Reasoning for why those who rent choose not to live at CTC or Como Student Housing → primary reasons based on unawareness of existence or misinformation (believing CTC doesn’t rent to single people)

**Review the Bylaw changes:**

- Like changes Donna made, but she did not always seem to understand our reasoning behind why changes were made
- Concerns about language surrounding board meeting policy → Ryan will talk with Kris and check with Donna about this
- Board will approve via e-mail after Ryan meets with Kris

**Recommend Future Agenda Items**

- Next month need to start talking about annual meeting
- Evaluate casino night
- Breakfast (donuts, coffee) during finals week
- Picnic shelter details and discussion

**Closure and Evaluation**  
**Meeting adjourned at 7:23pm**