

**Commonwealth Terrace Cooperative, Inc.
Board of Directors
Meeting Minutes
March 25, 2015
6:30pm – 7:15pm**

Present:

- Michael Billington
- Tasneem Anwar
- Lisiane Pruinelli
- Touba Khurshid Malmi
- Shipi Kankane
- Radhika Vernekar
- Divya Bhaskaran
- Fahad Kidwai
- Vivek Bhandari
- Scott Creer
- Kris Graham
- Yeoryia Christoforides
- Hadley Adkins

Absent:

- Board President
- Board Vice President
- Board Treasurer
- Board Secretary
- Board Director
- Board Director
- Board Director
- Board Director
- Board Director
- Housing & Residential Life
- Manager
- Minute Taker
- Operations Manager

**Meeting came to order
at 6:32PM**

3 absences

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: Fahad Kidwai

Process Assistant: Fahad Kidwai

Introduction

6:23-6:30 **Welcome, Choose Time Keeper and Process Assistant**

6:30-6:33pm House Keeping:

1. Assign Terrace Times article -- March 27th
2. Suggest new board members 4 needed (Fahad's neighbor? Put out a call, and for volunteers)

6:33-6:37pm **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.

Green Motion, Fahad second: 5-Y 0-N

6:37-6:42pm **General Manager, Staff positions and Responsibilities**

Once a year wants to remind and inform the board of staff responsibilities at CTC

6:43-6:45pm **Scott Creer, University liaison:** Updates and University News

Moving forward with the street curb project. Construction begins end-May through August. 95 percent of the curbs will be replaced, resident parking will be unavailable in phases. Half of each street will be redone at a time, depending on economy of scale, materials, and capacity of construction. Will be replaced with "millen" overlay (recycled material).

6:45-6:50pm **Opinion needed on the Front doors of the Two Bedroom Splits.**

Lots of constructive resident feedback. The doors need to be replaced, and procrastinating the project is not advisable. Part of the design proposal is leaving off the front storm doors. Engineers argued that the storm doors may not be needed (saving CTC \$75,000). Overwhelming feedback that residents want storm doors. Kris and Jeff also agree to keep the doors.

Out of 202 residents contacted, about 30+ responded (good outcome).

Motion to approve keeping front doors: Fahad Kidwai

Second motion: Divya Bhaskaran
5-agree 0-obstain

6:50-6:55pm Recruitment of new board members 4 are needed
Shipi will take over recruitment.

6:55-7:10pm Agenda for annual meeting Review and Discuss

One of the challenges is punctuality and having to be out of the space at 8pm. Meeting starts at 6:30pm, and people usually show up at 7pm. Drawings will be used to pull people in on time. We will break up the drawings throughout the meeting to keep people from leaving. We want to address the importance of volunteer work and being involved. Fahad has agreed to do the Introductions of board nominees. During voting/counting ballots, everyone, except two people who will help facilitate member clean up, during that time, also do raffles for small prizes to keep engagement high. If we stay after 8pm, we are charged \$500, and then \$75 for every hour after that.

New rules this year, that makes timeline more rigid, very little wiggle room. New ending will be 7:45pm. Make sure the nominees need to be told that they need to give themselves a quick self-introduction.

7:15pm Close meeting

Recommend Future Agenda items:

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

Enclosures:

Recycling Brochure for new vendor

7:10 Discuss new ideas or continue other discussions

Upcoming Events:

Casino & Bingo Night - 3/27/15