

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

**Present:**

**Absent:**

<input checked="" type="checkbox"/>	Kimberly Weaver Olson	Board President	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Joshua Motz	Board Vice President	<input 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 checked="" type="checkbox"/>	Divya Bhaskaran	Board Director	<input 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 checked="" type="checkbox"/>	Rong Han	Board Director	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Lisiane Pruielli	Board Director	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Scott Creer	Housing & Residential Life	<input 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 – Invitation to join board of directors
2. Annual meeting Date – Wednesday, April 13, 2016
3. Should board meet at 5:45pm for pizza and to get feel of process?
  - Pizza provided and board members will be there at 5:30pm
4. Discuss recruitment of new board members, at least 3 more will be needed
  - Kris will pass a few names to Kim to invite them again to apply.
5. Discuss date of next board meeting
  - Wednesday, May 4, 2016. 6-6:30pm Community can come and discuss Internet. 6:30pm meeting

#### 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.*

Garden Plot lottery- THURSDAY, APRIL 14, 2016

Spring Clean Up- change to April 23<sup>rd</sup> and back up day to April 30<sup>th</sup>.

Those volunteers helping in the morning with the MN Cultural Sharing Series do not have to do clean up.

***Lacey motions to approve the board package, agenda and consent agenda. Josh second. All 7 approve. 0 opposed.***

#### Scott Creer, University liaison: Updates and University News

- Streets in Parking- in design review. Likely to drop Raleigh project for this summer and only do Knapp Street. Construction would start in May or June before July 1 using FY16 funding.
- Doors project is \$150,000 more than expected. Prices went up. \$2000/ doorway, \$4000/ unit.

#### Annual meeting

- **Review Agenda**
- **Decide upon roles and who will do what at the meeting**
- **Discuss doing cable/internet survey at the meeting**
- **Prizes handed out in the rear of the room by staff**
- **Staff reviews of what they will be doing**

**Counting suggestions:** boxes for each candidate and give 4 tickets to put in box they choose.

**Counters:** Lisiane, Josh, Chris and Rong

**Prizes:** Gift cards will be given out after each Nominee's speech. All gifts can be picked up at the back of the room by staff.

Chris- will give Internet update, survey will be given at spring clean up and Public meeting date.

Spring Clean up- hand out description with voting

**Internet Update** – Review proposals, Choose a date and subject for Community Brainstorming session.

1. **Velocity proposal \$40/unit and need to install fiber optic**
2. **Comcast remove cable and install internet for what the current rate is.**

Current Bulk Agreement: Digital Starter Video Channel Lineup 120+ channels at \$20.54

Proposed Option: Switch Video Bulk Service and add Bulk High Speed Internet at \$20.54

Have a community meeting for residents to get information and express opinions. Have Comcast representative at the meeting. April 27<sup>th</sup> at 6:30pm in Upstairs room. The decision is not needed this night; the board will make the decision based on the vote given out at the Spring clean up and Decision should be made at May 4<sup>th</sup> Board meeting. Open discussion for residents available from 6pm-6:30pm.

- Community meeting announce in Terrace Times April 1<sup>st</sup>
- Explanation at Annual Meeting April 13<sup>th</sup>. 2 more separate announcements to go out with ballet by email before meeting.
- Vote at Spring Clean up Ward reps will collect on April 23<sup>rd</sup>
- Open Community meeting April 27<sup>th</sup>
- Board meeting May 4<sup>th</sup> for additional comments 6-6:30pm

Ward Rep meeting April 21<sup>st</sup> Kim will ask what Ward reps need for support at spring clean up and board of directors will be able to walk around that morning.

**Update on Laundry machine contract-** machine change out happening on March 30, 31 and April 1, 4, 5

- New Add value kiosks have been installed and are up and running in the Community Center building and Study center/ south side door.
- Minimum is \$10 and Max is \$100. The online loading option is currently turned off while they streamline the process. Can install
- All removal will be complete by March 31<sup>st</sup>. Install will start April 1<sup>st</sup>.
- Tell ward reps to share any complaints from residents. Especially in the buildings that are going down one set of machines.

**Recommended/ Discuss Future Agenda Items:**

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

- Review of community meeting and survey
- Vote on Internet Proposal
- Review of Spring Celebration tasks for board members

**Meeting closed at 8:00pm**