

**Commonwealth Terrace Cooperative, Inc.
Board of Directors
Meeting Minutes
May 20, 2014
6:30pm – 8:00pm**

Present:

Absent:

<input checked="" type="checkbox"/>	Ryan Thompson	Board President	<input type="checkbox"/>
<input type="checkbox"/>	Prabin Bajgain	Board Vice President	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Michael Billington	Board Treasurer	<input 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 type="checkbox"/>	Hina Mittal	Board Director	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Touba Khurshid Malmi	Board Director	<input type="checkbox"/>
<input type="checkbox"/>	Dipti Karki	Board Director	<input checked="" 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"/>	Shanea Schmelling	Minute Taker	<input type="checkbox"/>
<input type="checkbox"/>	Hadley Adkins	Operations Manager	<input checked="" type="checkbox"/>

**Meeting came to order
at 6:35PM**

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: Ryan T.

Process Assistant: Ryan T.

House Keeping:

1. Discuss of the Annual Meeting what worked/what didn't:
 - i. Went well- very excited people.
 - ii. Having the vote come down to 1 was unfortunate.
 - iii. Pre online voting and accepting vote at meeting is an option.
 - iv. Start it at 7pm not 7:15pm- pre draw at 6:40pm.
 - v. Long Counting time- was counting 2 different votes, not just one which took longer. Need to change counting procedure.
 - vi. Option: Have 14 boxes for each ward and pass them to board members to count 1 or 2 boxes each.
 - vii. Other than delay at the end, it was near perfect.
2. Board Activities:
 - i. Social for current board members in June:
 1. June 10th 6:00pm- Social at CTC with Families- ICE CREAM picked up Wednesday before. Lawn Games. picnic tables by peace garden. Shanea will need RSVP from everyone and MIMS order. See email to be sent.
 2. June 17th- Patio or kitchen. All board members stay after board meeting for dinner. Meeting 6-7 and food after.
 3. Shanea will order food for after meeting- Veg option. Pizza and salads/ wings/pasta/ drinks/beer/wine/tea Pizza HUT
 - ii. Dinner for old and new members mixed to get to know each other and for out going board members to acquaint new board members with the rules and expectations mid to late June.
3. Assign Terrace Times article—Due May 30th
 - i. Smoking information from board members decision on policy- Ryan T.

Approve: Packet/Agenda/Consent Agenda

- Everything looks good

Danielle moves to approve the consent agenda. Seconded by Mike. 5 approve. 0 oppose. 0 abstain.

General manager's report: Any questions from Board of Directors. *Objective: a time for the board to get to know the GM, ask questions and learn about the position of General Manger.*

- No Questions.

Scott Creer, UM Liaison; Monthly update:

- Scott performed a Health and Welfare Check with CTC Resident
- Parking/ Fifield Street project is still moving forward
 - Soil boring came back positive for Petroleum
- Resident has safe traps out to capture a bird for his research at the university.

Smoking Fine: determine fine for resident and guests who smoke on CTC property- Define where they can smoke

- CTC will be going with the No smoking on all grounds with the University of Minnesota on July 1, 2014.
- No smoking on the premises- that includes cars on our property
- \$50 small fine with 1st warning.
- Eviction after 1st warning. On 2nd offense

Danielle moves to have the official University Smoking policy implemented with the addition of a \$50 fine with the 1st warning and eviction on the 2nd offense. Seconded by Shipi. 5 approve. 0 oppose. 0 abstain.

General Parking at CTC: Discuss general parking and parking meters in guest parking

- Not repainting numbers- move towards general parking
- Meters for guest parking set off alarms to Parking Transportation Services. Property is not watched by PTS right now and we are not charged. If meters are here, PTS will charge \$60 a person. Meters add a business revenue that will make it an issue at CTC.
- Zone areas one color for 1st car parking and another color for 2nd car parking. 1st car parking will be as close as possible to all units. Hang tags with different colors so you can switch 1st and 2nd cars should be looked into.
- Change Visiting parking to a week, not a month.
- Charge for loosing hanging tags. Pillsbury Court charges \$5 for a lost or not returned tag.
- Try to have done before State Fair.

Board members need to be visible and participate/volunteer for something at the spring celebration.

- Name Tags, wear red shirts.
- Eat early at 4:30pm

Closure and Evaluation

Meeting adjourned at 7:45pm