

**Commonwealth Terrace Cooperative, Inc.
Board of Directors
Meeting Minutes
May 27, 2015
6:30pm – 8:30pm**

Present:

- Michael Billington
- Tasneem Anwar
- Lisiane Pruinelli
- Touba Khurshid Malmi
- Shipi Kankane
- Radhika Vernekar
- Divya Bhaskaran
- Fahad Kidwai
- Vivek Bhandari
- Scott Creer
- Lacey Dickens
- Chris Crosby
- Kris Graham
- Shanea Schmelling
- 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
- Future board director
- Future board director
- Manager
- Minute Taker
- Operations Manager

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

Process Assistant: Fahad

Introduction

Welcome, Choose Time Keeper and Process Assistant

House Keeping:

1. Assign Terrace Times article -- May 29th
 - Divya – Topic:study center location and upgrades – clean up outside
2. Dinner with new board members after June 16th Board Meeting
 - Board will decide what restaurant they want to order from

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.

Divya moves to approve the board package, agenda and consent agenda. Tasneem second. 4 approve. 0 opposed.

Scott Creer, University liaison: Updates and University News

- Design work is done on the streets and parking. Moving forward on bids for Gibbs Ave and Fifield Ave south of Gibbs Ave. Construction costs will be around \$900,000.
 - Relocation of cars will be needed for a few weeks. The work of management is needed to help with this.
 - Total project will take about 6 weeks.
 - Paying for a 15 year life expectancy.
- Door project is moving forward. Phase I door jams came back positive for lead paint.
 - Residents will need to sign a form and return before work can be started.
 - There will be more work on management to give education to apartments that are found to have positive lead based paint.
 - Testing phase I, II, III door jams.
 - Plan to have 1 door done a day with a few teams and a total of 200 doors will need to be completed.
 - This project will be split into 2 phases 2015 and 2016 summers.

New Laundry machine Review and Vote .40/30 min Dry and 1.25/wash, .25 hot water upgrade (.5 increase and 10 minutes dryer time increase)

- Use ½ the water we do now and will result in \$9- \$10K in savings in water and electricity.
- The company wants to flip the contact so that we get a set amount and they get the remainder of profit. Right now, they get a set amount and we get the remainder of profit.
- If the cost is an over estimate than the next board will need to consider raising these prices to make a profit in the future. Wont know the totals of profit until it is implemented
- From the residents point of view there will be a .5 increase if residents continue to do laundry exactly the same as now, but the machines will be new and better.

Divya approve to move the motion for a new contract for new Washing Machines at 1.25 with an option of .25 upgrade for hot water and extra rinse and new Dryers will be .40 per cycle with the option to do multiple cycles. Fahad second. 4 approve. 0 opposed.

Remove Radhika Vernekar from CTC Board of Directors for prolonged absences (she agrees) and discuss a potential replacement

Lisiane moves to remove Radhika Vernekar from the CTC board of directors position. Tasneem second. 4 approve. 0 opposed.

New Management Agreement verbal up-date (redone every 5 years)

- University sent CSCC and CTC the updated management agreement. It has been discussed with our attorney and is currently being reviewed by the University with the coops corrections.
- Hopefully the results will be ready for the current board to vote on it before the incoming board starts in July.

Close meeting 7:22pm