



## Board Meeting Agenda

Wednesday, January 22, 2020

6:30pm | Meeting Room

**Mission:** The mission of Commonwealth Terrace Cooperative is to maintain a safe, affordable housing community for University of Minnesota students and their families; where volunteerism, learning, leadership, trust, and cross-cultural experiences drive a sustainable co-op culture.

### Meeting Rules

1. Raise hand to speak
2. Two minutes per person
3. Give everyone a chance to participate
4. Stay calm, be respectful and do not get personal
5. Stay at the meeting (even if you get upset)

### Meeting Preparation

1. Please read all documents in board packet in advance
2. Please let the group know in advance if you will be late or cannot make it to the meeting

6:00pm *General Manager will be available to discuss any agenda item or call and set appointment if it works better*

**6:30 - 6:35 (5m) Welcome - Time Keeper (minute taker) and Process Assistant (Chair)**

**6:35 – 6:40 (5m) Approve: Packet / Agenda / Consent Agenda**

*-this is 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 prior to the meeting. (Financial, Management Report, Meeting Minutes, Committee Minutes, etc.) Address questions to Exec Committee or GM.*

**6:40 – 6:50 (10m) Scott Creer/HRL - University Updates (Review/Discussion)**

**6:50 – 7:00 (10m) Resident Voices – (2 minutes allotted) - Board will direct resident voice in appropriate direction**

**7:00 – 7:05 (5m) Elect Secretary (Action)**

**7:05 – 7:30 (25m) FY20-21 proposed operating budget and fee schedule (Discussion /Action)**

**7:30 – 7:35 (5m) Proposed SMS Text for Urgent Community Updates (Review/Action)**

**7:35 – 7:45 (10m) Informal discussion – Executive committee – updates/suggested future agenda items – policies, future issues, events, community concerns etc.**

**7:45 – 8:00 (15m) House Keeping:**

1. Board Terrace Times article – quarterly (Discussion)
2. Annual Members Meeting – April (Review)
3. Replacement Board Seats (Discussion)

8:00 Close Board Meeting

### Enclosures:

Proposed Draft Operating Budget (2020-2021)

Proposed Fee Schedule (2020-2021)

Proposed SMS Text for Urgent Updates