



Board Meeting Agenda

Tuesday, July 16, 2019
6:15pm | Fire Place 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

5:30pm *General Manager will be available to discuss any agenda item or call and set appointment if it works better*

6:15 - 6:20 (5m) **Welcome - Time Keeper (minute taker) and Process Assistant (Chair)**

6:20 – 7:20 (60m) **Donna Hanbery, CTC Attorney - Board Training legal perspective (Review/Discussion)**

7:20 – 7:30 (10m) **Resident Voices – (2 minutes allotted) - Board will direct resident voice in appropriate direction**

7:30 – 7:35 (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.

7:35 – 7:45 (10m) **Elect Executive Leadership Committee FY19-20 (Action)**

7:45 – 7:55 (10m) **House Keeping:**

1. Confirm monthly Board meeting date and time (Action)
2. Confirm monthly Executive committee meeting date and time (Action)
3. Assign Terrace Times article due July 31st (Action)

7:55 – 8:00 (5m) **General Manager – Welcome intro onboarding**

8:00 – 8:25 (25m) **Onboarding framework of new Board Members (Review/Discussion)**

8:25 – 8:30 (5m) Informal discussion – **Executive committee – updates/suggested future agenda items – policies, future issues, events, community concerns etc.**

8:30 Close Board Meeting

Enclosures:

Executive Committee Leadership Roles
Board Training Materials