

Commonwealth Terrace Cooperative Board Meeting Agenda

Tuesday, November 20, 2018

6:00pm | Community Center Upstairs 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

6:00 - 6:05

Welcome - Introductions

6:05 - 7:05

St. Paul Campus Strategic Facilities Plan Briefing - Mike Berthelsen, VP University Services

7:05 – 7:30

Draft Audit (FY17-18) – CTC Auditor Larry Davidson (Review/Action)

7:30 – 7:35

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 – 7:40

Informal discussion – **Executive committee – updates/suggested future agenda items** – policies, future issues, events, community concerns etc.

7:40 – 7:45

House Keeping:

1. Replacement Board Seats (Action)
2. Assign Terrace Times article -- due November 29th
3. December Board Holiday Event (Action)

7:45 Close Board Meeting