



Commonwealth Terrace Cooperative

Board Meeting – May 22, 2018

Meeting was called to order at 6:07PM at the CTC Community Center building, Fireplace Room

Directors Present:

Grace Bell, Chair
Michael Herrmann, Vice Chair
Kate Sammons
Guisheng Zhang

Also Present were:

Hadley Adkins, General Manager
Shanea Schmelling, Operations Manager
Scott Creer, University of Minnesota HRL

Directors Absent

Paul Bigwood, Treasurer
Dustin Chernick
Jaddy Yuhong
Javi Monardez Popelka
Matthew Young, Secretary

Time Keeper: Shanea Schmelling
Process Assistant: Grace Bell

Packet / Agenda / Consent Agenda

No quorum to vote on consent agenda.

Scott Creer, University project updates

Capital Projects

FY18:

- 2 Bedroom Split Bldg Study – \$75K – Report is being reviewed
- Replace Gas Lines Between Blgs – \$350K – Out for Bid for Construction Services
- Replace Electrical System – Construction Phase Starting Soon
- Replace Ph. IV Roofs - \$600K – Construction Phase Starting Soon

FY19:

- Replace Fifield Street - \$600K – Likely will start spring 2019



- Replace electrical system transformers – \$700K – part of the project in FY18
- Replace Community Center HVAC - \$450K – unknown

Other Items

Occupancy Limits – Currently in discussions with Coop attorney regarding amendment.

Safety of Minors Policy – It is very important that CTC never holds events intended for unaccompanied minors.

Strategic plan summary: facilities master plan has designated CTC land as housing for the next 30+. There is untested opportunity on the South end of site with the conjunction with housing.

ISSS connection- Scott will provide ISSS Housing coordinator information so we can make connection for their portfolio. He will reach out to see what is currently being articulated to incoming international students.

Disconnect with Departments/ University and what housing options are (aka. CTC). Internally in HRL looking to see who the connections are in each department.

Service animal training facility behind Baily Hall. Part of LLC partnered with animal training service (K9 Canines).

Resident voices

Shanea was brought forward an issue about indoor bike parking for one bedrooms- management will look into bike storage options at this time.

Bike storage shed/ rack is at Pillsbury fit up to 14 in shed \$25/year. Dero products. Recommended individuals to lock inside locker. Very durable. A few lockers are on campus.

Laundry rooms not being cleaned and kept up. May wards are complaining as well. Fines need to be enforced.

Project Review- onboard of new Board Members

- Address the approval of packet/agenda/consent agenda
- Explain the executive committee meeting and its role and how information gets funneled to board meeting.

Parking Policy Amendment- 2nd car parking- review/action

E-vote will be sent out to have everyone reply by 8pm 5/23/18



Informal Discussion: Executive Committee – updates/suggestions future agenda items- polices, future issues, events, community concerns etc.

Pet policy

Checks and balance for investment funds

House Keeping

1. Assign Terrace Times article due June 1st
Grace- Write on new Parking Policy procedure. Send to Kate for editing.
2. Onboarding new board Members (June/July social) Board Member Mentorship

Meeting adjourned at 7:23PM