



COMMONWEALTH TERRACE

COOPERATIVE STUDENT HOUSING

Commonwealth Terrace Cooperative

Board Meeting Zoom Meeting – August 26, 2021,
Meeting was called to order at 6:37PM - Via Zoom

Directors Present:

Tanner Deeds
Sofia Simeto
Amer Al Homoud
Laura Eckhardt
Tamara Walsky

Directors Absent:

Senanur Avci Tosun

Also Present were:

Ryan Johnson – CTC Resident
Shanea Schmelling, Interim General Manager
Scott Creer, HRL University Liaison
Lindy Wirth, Marketing & Customer Support Coordinator

Timekeeper: Lindy
Process Assistant: Tanner

Welcome, Timekeeper (minute taker) and Process Assistant (Chair)

Approve: Packet / Agenda / Consent Agenda

Laura makes the motion to approve the packet, agenda, and consent agenda. Tammy seconds. All four (4) vote in favor. Zero (0) opposed. Motion passes.

Scott Creer/HRL- University Updates

- Between now and September is the Capital Planning process, which looks ahead at possible expenditures for the next 10 years. UMN Housing knows significant changes are needed for the property in the future. Not much spending for CTC is anticipated for the Capital Plan yet communicate with Shanea if you know an area that needs attention though (new playground, replace sidewalks, etc.).
- CTC is slated to be housing for the same purposes in accordance with the master plan for the regent's approval in October. CTC could be mixed use/apartment



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housing/commercial space in the master plan. Recognized need that the Childcare needs a larger and updated space.

- Get the Vax 2.0: Applies to all students, staff, and faculty (not contractors or community-at-large). All students must be vaccinated within the period; those eligible to not get vaccinated must be tested weekly. Get-the-Vax-2.0 is not anticipated to apply to CTC.
- Security cameras are being depreciated in 2021 on the capital plan.

Community Voices

(None)

Community Engagement/Recruiting

- If all board members attend every meeting, we will still meet quorum to approve motions.
- Board Recruiting:
 - Send independent email about Board openings. Best recruitment is face-to-face.
 - Nominating Committee: Relaunch subcommittee for board members to volunteer to actively recruit new board members. Yet, with small # of current board members, it may be best to not divide.
 - Fall Clean-up: Could use this event as a recruitment opportunity. Likely to take place the first week in November (yet openings available for September)
 - Inform New Move-ins: Move-in information is electronic with COVID. CTC's front desk does a follow up call and email and could add a line about open board seats.
 - Post in CTC Shop & Swap: Welcome new residents, try to recruit for board
 - Set up table in busy area of CTC campus (front steps of the Community Center?) and try to catch and meet people to recruit them, in addition to online efforts. 1-1.5 hour with a handout, maybe during first week of school? Laura volunteers.
 - Go door-to-door and seeing what interest is there from who opens their door. (Not including households that aren't co-op members)
- Need greater incentive to volunteer as Ward Reps, Board, Committees, vs the [benefit of not having to do](#) laundry room cleaning
- Serving on the board includes a time commitment yet the labor isn't vigorous. We need more volunteer service otherwise the co-op cannot sustain itself and could dismantle the co-op all together.
- Rebuild co-op mentality. What does being a co-op mean? Collect all the things that are loved at CTC then relate to how volunteering is necessary is maintain those things.
- Pledge for online applicants: by applying, I agree to uphold CTC's values and volunteer-focused community.
- Apply for a leadership workshop/grant?
- Como (CSCC): Resident-members do not want increased rent, so they hold each other accountable to fulfill their membership duties.
- Raise non-member rates more? Create two tiers for membership, with more involvement receiving a greater discount? Third layer of membership may not be possible with [current](#) Management Agreement with University.
- *Topic tabled for time, email correspondence for all other comments.*

FY 20-21 Overview/ Prepare for Annual Meeting

- Preparation:



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- Indicate board members now for Spring meeting to ensure their participation for what is being presented in the future.
- Get information earlier. Create a document that everyone can add to throughout the year.
- We need a full bylaw overhaul: min. board member number, update terms/labels, appointments in absence of quorum. All members should read through and see what other changes are needed. Then, new bylaw vote at this year's Annual Meeting.
 - Lindy will convert Bylaws into a google doc for the board to add comments (editing will be left to CTC's attorney)
 - Interpreting p.15: quorum could be different based on the members present vs. total number members

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

- Shanea accepted position as full-time manager (Executive Director)
- UMPD Update: large update in staffing; new Community Engagement Liaison - Nick Juarez – who would be a great resource for starting a foot patrol/community watch. Nick advised to keep it simple to start and he also provided other resources to get started. He will attend a board meeting.
- Morgan Stanley financial update next month.

Committee Liaison Update (2 minutes allotted)

- Operations - July meeting: Enhance management/community communication; provide notice of updates before they go into effect. Issue over garden update: in front of building 55, explain to community what the reason of the update is/what does the community want to see before updates.
- Finance committee will be built back up soon with the audit/budget. Typically, doesn't meet monthly.

House Keeping

- Onboarding:
 - a. Official onboarding is to wait until we have a full board.
 - b. The enclosure for the meeting is from a previous board member of what board members need to know. We ask board members to leave key points/continue messaging from previous board members. Exec. committee should continue doing that, and it can be informal; then all board members can write something shorter/their take-aways.
 - c. Coming soon: reinforcement of Fair Housing practices.

Tammy motions to adjourn the meeting. Laura seconds. No objections. Meeting adjourned at 8:03 pm.