



# COMMONWEALTH TERRACE

## COOPERATIVE STUDENT HOUSING

### Commonwealth Terrace Cooperative

#### Board Meeting Zoom Meeting – March 25, 2020

Meeting was called to order at 6:35PM at the CTC Community Center Building, Via Zoom

#### Directors Present:

Do Yeon Hwang  
Amer Al Homoud  
Brook Demissie  
Sofia Simeto  
Tamara Walsky  
Byju Govindan  
Antony Maikur

#### Also Present were:

Hadley Adkins, General Manager  
Shanea Schmelling, Operations Manager  
Scott Creer, HRL University Liaison  
Lindy Wirth, Marketing and Customer Support Coordinator

Timekeeper: Shanea Schmelling

Process Assistant: Amer Al Homoud

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

**Approve: Packet / Agenda / Consent Agenda**

*Antony makes the motion to modify today's agenda and to approve the consent agenda including . Byju Second. All four (7) vote in favor. Zero (0) opposed. Motion passes.*

#### University Updates: Scott Creer –HRL

- Uncertainty is seemly there with the unknown of the development of the property. The University has stood by the Co-op model and keeping CTC. Thatcher Hall is an example that the co-op stayed after removing that building.

#### Capital Projects

FY19:

- Repair Community Center HVAC – substantially completed - we will be looking at installing some sound panels or fencing to reduce noise if needed.

FY20:



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- Building 57 – Floors, countertops, sinks, faucet replacement - \$150,000 – first unit PO written.
  - Doing on turn over.
- Mobile Security Cameras - \$250,000 – Test unit to be installed in April.
- Other Items to Discuss
  - A brief history of CTC: Thatcher Hall, Wilder Foundation, CTC Restructuring, Disputes over Garden Hoses,
  - Rent Credit Systems, Misuse of Funds, Parking Debates, etc. – How does this inform the future of CTC?
- Covid-19 – The University is actively monitoring the evolving situation. For the most up to date information please check <https://safe-campus.umn.edu/>
  - The university is trying to navigate this the best they can since nobody has been through this before.
  - There was no pandemic plan in place that would accommodate more than a month situation that would sustain.
  - Things are changing by the day. Today the governor announced a stay at home for two weeks.
  - Working together for the coming weeks and months as we work through it. Commending CTC management staff.
  - Board Concerns on people leaving CTC and those who cannot come. Will there be financial help from the University?
    - Agree that it will impact vacancy rates and impact Fall incoming students.
    - The University as a whole is looking at hard financial impacts as a whole and we do not know where we will end up. We will need to evaluate
    - Currently CTC has protocol to have continue move ins and move outs and there is interests. Until today’s announcement from the governor, we will need to see how that looks moving forward.
    - University goal is to have open communication and CTC and CSCC are receiving support in what they are doing. Regular meetings between both Co-ops and University are meeting to share challenges and information. Constantly changing weekly and trying to adapt the best we can.
- Are there any projects that going to effect the financials of CTC- Capital projects.
- Mobile security cameras are still moving forward with testing
- The university will be conservative financially.

### Resident Voices

- All voices around COVID-19

### Response and community support to COVID-19

- Social distancing is not happening on playgrounds. Need to take action and shut down the playgrounds with barrier. What they are reading does not always register with some people, having a visual will help people understand.



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- Disappointed in residents who are not doing social distancing and helping the community to understand the importance.
  - Still confusion on playgrounds. University still trying to navigate all playground issues. It is hesitant for Management on how to parent.
  - Is it needed to deploy resources to put up barriers when it is already difficult to keep children out of snow fencing construction zones. Even Trees we were trying to save were being climbing. Hoping to come up with other creative ways to stop kids playing
  - Careful on messaging if putting on playground that it is not the playground is dangerous vs Closed temporarily on steaks of all playgrounds
  - Balance personal liberty. We need to understand that the playground is just as contaminated as our doorknob.
  - Now have a shelter in place ordered by governor, now that has happened, we are needing further action.
  - Management does not think it is a good source of time and resource to deploy snow fencing. Feel that getting heavy digital communication and having residents help each other to communicate with each other.
  - Post notices in Laundry rooms would help.
  - Received some question from neighbors about them to disinfect the playground if they choose to use it. There will probably be more of this request.
  - We need all resident keeping an eye out for each other and inform them that they need to have social distancing, it is the only thing that will work.
  - Even with the shut down, he has not shut down child cares. I don't think that it is needed to over alarm people as well since they are already scared.
  - Residents need to communicate with each other, educate each other, be kind.
  - Suggest that that a board member email the head of the health office (Jacob) ask his professional opinion to close the playgrounds or not.
  - I think we should make use of our Ward Reps- give them training or guidelines on how to take care of their guidelines.
  - Encouraging a collective communication from the board of director to the community. And then filter down to ward reps.
  - Ward rep- calling a skype meeting - for wards
  - Wait to get better direction from U of M to give both co-ops to give better direction.
  - Create a video for a digital platform and blast that to the community
  - The main point is to keep the community safe.
- Predicting to have infected families.
  - How are we going to support those families. Most of us are here alone and we do not have families to help us get groceries or what we need.
  - Could set up a point of contact to ask for help if feeling ill and need groceries. Need a task force to help others.



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- Boynton health services is helping services to students who need help. When numbers increase, they likely will not be able to help everyone.
- Graduating families who are no longer graduating and now
  - University has an emergency fund- students can access it by going to OneSTOP. It would not pay for rent, but might cover other expenses.
- Residents use Connector with limited times, is there anything from the University to support parking with less use in ramps?
  - Understanding - Parking and transportation will limit and reduce more services. I believe they are working on a special contract rate for those who have to drive to work now that transit is down. People are already paying rates, are continuing even though they are working from home.
- There is one confirmed case on University Campus. We can prepare off of what the University has already done.
  - All University practices for cleanliness will be shared CTC Management.
  - When a space is known to be contaminated with COVID-19. We won't know when residents have COVID-19, because they do not have tests. We will not be able to tell the difference between COVID-19 or a cold/flu. We need to assume all sickness is contaminated and needs to be cleaned as if it were.
  - The main way to transmit this is person to person.

### Annual Meeting Members Meeting – revised platform (Discussion)

- Option 1: Roll out voting platform with material by email. When voting is closed, we count, tally and announce next day. Have a pre-recording from board to put on that digital platform.
- Option 2: Webinar with the help of University.
  - Would be under the 500 max.
  - Would the invite be exclusive to
  - Some webinars do instantaneous polling
  - Access to Qualtrics bury it behind the x500, log in and survey.
  - Survey monkey you could not know who voted or not.
- Looking at moving that to the first week of May.
- Recruitment is still needed-
- Do some research and get back to each other later. Executive meeting doing final decision of platform.
- Will be pushing the meeting into May to allow for time to allowing time to figure out how to move to the digital platform.



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## Informal Discussion

- Digital platform to build community.
  - Rent Café – can this be active?
  - School will have digital platform- how can we do things that are not digital, but encourage them to do things with their families like cooking.

## House Keeping

- Assign Terrace Times article- quarterly
  - Amer and Tammy
  - Due March 30, 2020 or earlier
  - Topics: Security cameras are still in motion with University. COVID-19.
- Revised SMS Text for Urgent Updates. Modifications had to be done because some alerts are only allowed to be done by UMN. So the text messages will be only for internal communications within CTC (snow clearing, fire extinguisher annual change, etc.)

**Meeting adjourned at 8: 18PM**