**CHEA Board Meeting Minutes**

Tuesday, November 17, 2015 @ 8:45pm

La Reunion Cooperative

Present: Corey Williams, Genieva Croley, Gus Bova, Andy Goolsby, Abby Tatkow

*Meeting called to order by Genieva Croley at 9:11pm.*

**Item #1: Reviewing the Backlog of Previous Minutes**

* **Motion:** *Genieva moves to approve Oct. 6th and November 3rd meeting minutes. Abby seconds. Vote: 4-0-0.*

**Item #2: Treasurer Update**

* Our co-op accountant, Andi, is currently reviewing CHEA’s books, as she did last year.
* Sasona has used $2,400.74 more than its allotted portion of the major maintenance budget. The remaining approximately $8,000 is to be used by La Re.
* Sasona has $1858.53 left in minor maintenance. La Re has remaining amount of a little over $13,000. La Re, however, has not yet submitted its receipts.
* Sasona underpaid CHEA transfer by approximately $100 last month. Vacancy Reserve?
* Both houses need to transfer the NASCO membership fees they have collected over last year to CHEA.

**Item #3: Legal Update**

* Corey has drafted a settlement contract to accompany the $250 payment to Tom and Melissa
  + The contract includes a clause that states if T & M deposit their check, they are therefore agreeing to the contract
  + The agreement essentially says that this settlement terminates ongoing litigation and prohibits further claims against CHEA
  + CHEA Board Chair is to sign the contract, and Sasona treasurer is to write a check to Tom and Melissa with the following in the subject line: “Payment in Full - Settlement of Deposit Dispute.”

**Item #4: Debriefing Recent Events: NASCO Trainings & Co-op Bike Tour**

* Daniel Miller’s trainings were helpful. Like 32 people showed up to Bike Tour. Success!

**Item #5: Proposal to Use Vacancy Overflow as a NASCO Loan Payment**

* CHEA got some money back from NASCO due to vacancy overflow
* We can use this money to pay on our NASCO loan (the loan from way back when NASCO saved Sasona)
* **Motion:** *Andy moves to make a payment on the NASCO loan in the amount of $3,845.00. Abby seconds. Vote: 4-0-0.*

**Item #6: Scheduling a Working Group Meeting for the Harassment Policy**

* We need to finish CHEA-wide policy. We have taken and edited College Houses’ policy, but there is more review to be done.
* We need to develop a CHEA-wide grievance procedure.
* Board will have a working meeting on December 8th at 8:30pm at Sasona.

**New Business:**

* (None)

*Meeting Adjourned @ 10:11pm.*

**Next CHEA Board Meetings:**

Tuesday December 8th at 8:30pm at Sasona

Tuesday December 15th at 8:45pm at La Re

**Agenda For December 8th, 2015**

1. Approve Old Minutes
2. Approve the Agenda
3. Treasurer Update
4. Sexual Harassment Policy Work-session
   1. Review Work Already Done
   2. Identify Remaining Work
   3. Divvy Up Tasks/Break into Groups to Accomplish Tasks
5. Close Meeting/Check-ins (Optional)