**Minutes of 03.06.14 Meeting of the CHEA Board of Directors**

Held at Sasona Coop, 2604 Paramount Ave., Austin, TX 78704

Donny Goff called the meeting to order at 8:30 p.m. Board members present: Donny Goff, President; Hannah Wright, Secretary; Clayton Matthews, Treasurer.

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| **Agenda** | **Action** | **Comment** |
| Approval of (1) 02.27.14 minutes and (2) 03.01.14 minutes. | 1. Donny moves. Approved by consensus. 2. Donny moves. Approved by consensus. |  |
| Filing of revised bylaws with state (at last!) | Donny to file revised bylaws with state. | **Action item for Donny**: file revised bylaws with state. |
| Meeting of house treasurers and CHEA treasurer to talk about books. |  | La Reunion and Sasona treasurers, Ryan and Nicole, respectively, were unable to make it to the meeting.  Clayton gave update:  Nicole is on the case to fill out the 990 tax form, working from previous forms. Nicole is also looking into how much it would cost to have an expanded QuickBooks account.  We have two months before we need to file taxes. We need to have books before we file taxes. The process of establishing official CHEA books continues…  Meanwhile, adventures in Velocity: they need more signatures. So we are still in the process of changing the signatories on the CHEA and house accounts… Blargh.  **Action item for Donny**: give forms to Ryan to sign. |
| Restructuring the loan repayment. | To take place when house budgets are decided for the next year. | **Action item for Donny**: talk with Ryan about restructuring the loan repayment—which will coincide with the making of new house budgets, in the summer.  **Action item for Clayton**: put blank Velocity change-of-signer forms on CHEA wiki, as the basis for a tutorial. |
| Discussion of the 70/30 CHEA maintenance allocation idea as a standing rule. | Discussion. | Big questions: who forms the CHEA maintenance committee? La Reunion and Sasona maintenance coordinators and—treasurer? With the understanding that there will be an appeals process.  Clayton proposed the following edit or nuance to the 70/30 idea:  The 30% of the maintenance fund that is “floating” would be for emergencies. If, by the end of the fiscal year, neither house needed money from the emergency fund, that 30% (or whatever remaining percentage) would be available to fund proposed house projects. Additionally, any funds unspent at the end of the fiscal year would rollover to the following year.  **Action item for Clayton:** add idea about 70/30 allocation system to CHEA wiki.  **Action item for Clayton and Hannah:** talk to Ruth about potential edits to the 70/30 allocation idea.  **Action item for Donny**: talk to Victor about potential edits to the 70/30 allocation idea. |

**New business**:

1. Continue tweaking maintenance fund allocation system, and begin gathering input from maintenance coordinators.
2. CHEA nonprofit mission statement: let’s get together a new draft (and maybe some alternative drafts), incorporating what other CHEA mission statements say, and emphasizing affordable housing and education. Once we have a stable draft, we will present it to both houses for suggestions/approval. **Action item for Hannah**: dig up old CHEA mission statements.

Next meeting: Thursday, March 13, 2014, 8:45 p.m., at La Reunion (provided that a majority of board members will be able to make the meeting, keeping in mind that it is the week of SXSW and spring break).

Meeting adjourned at 9:05 p.m.

Hannah Wright, Secretary