**CHEA Board of Directors Meeting Minutes**

La Reunion Coop, 7910 Gault St, Austin, TX

Tuesday, January 6, 2015, at 8:45 p.m.

Board members present: Donny Goff, Board Chair, Corey Williams, Board Member of La Reunion, Abigail Tatkow, Community Representative, Clayton Matthews, Treasurer, and Hannah Wright, Secretary.

Also present: Alex, of Sasona, Gatlin, of La Reunion, and Andy, of La Reunion

Donny Goff called the meeting to order at 9:01 p.m.

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| **Agenda** | **Action** | **Comment** |
| Review of previous meeting’s minutes. | Abigail approves previous meeting’s minutes; Donny seconds. Minutes approved by consensus. |  |
| Treasurer Update--including tax stuff. | Discussion. | Nicole on doing the taxes for CHEA--was more complicated than anticipated. She suggests that we have a professional do it, so that next year, there is something to go by. Then, we could copy/paste. So, better to get it done by a professional.  Sasona’s QuickBooks are updated through April/May. CHEA is caught up to November.  Would we want to go with the same accountants? Last time, they took a really long time, and charged more than anticipated...  Books need to be in good shape, since the City will want to look at the books and make sure everything is all copacetic.  At board level, willing to spring for professional accounting, because it needs to be done right. Could be factored in, to be done regularly, part-time work, for both houses, to make sure books are in a good place.  Andy reports that QB is much more technical, harder to use than a Google Sheet. Ryan updated up until June or July of last year. Still needs to be updated.  Maybe Clayton and Ryan and Andy could find someone to be the CHEA accountant, to look after Sasona, La Reunion, and CHEA bookkeeping. Put feelers out for who to hire. Ryan could drive a subcommittee on this, would be interested in taking a paid-for position. Is trained. Or, could find a firm, could shop around for a better rate. Will get some quotes.  **Action item for Andy and Clayton**: look up quotes for accountants. |
| Coop Tour Update--visiting commune-esque co-ops for field trips. | Tabled. | No update, since the contact for EAST was not the right contact. So then, Abigail contacted Big Medium, who actually runs EAST. Hoping to have positive contact there. |
| Maintenance Committee Update. | Discussion. | Evron is gone for 10 days. Andy out of town from 17th and 22th. So, maybe the 16th could work... Or the morning of the 17th. Or 23-27.  **Action item for Clayton and Andy:** find a meeting time for the Maintenance Committee, and send out an email about it.  La Re just requested reimbursement: if it comes from minor maintenance, they will have crossed their allotment line.  At the Maintenance Meeting, major/minor amounts will be announced. Will start planning longer term projects, project proposals. Will talk about the Maintenance Allocations System, will test it out! Finally!  Clayton will be paying lease payment soon.  When we re-do the budgets, will need to think about reallocation of loan, paying an accountant part-time. |
| Marjorie Daw--zoning, financing their house through NP, next steps. | Discussion. | Abigail reports that Don Jon has proposed times for a dinner get together thing at Marjorie Daw: Monday night meetings are a regular thing, so January 19th or 26th. We would like to aim for the 26th, is a Monday. Hopefully we can rally lots of house members there.  Andy and Donny took a look at Marjorie Daw’s house, when they dropped Don Jon off, after the last meeting, and they were told that Marjorie Daw is having a bedbug problem :-!  So, maybe we **shouldn't** visit until the problem is exterminated. Otherwise, it could spread.  Also, Don Jon mentioned an LA Production working on co-op-documentary. Think Factory Media. Looking to develop a documentary on young professionals living together, looking to change their world outside their day jobs. Would give co-ops a huge platform. Don Jon has been talking to them, and Marjorie Daw starts interviews next week -- is wondering if CHEA houses are interested? |
| Word from Avalon co-opers, looking to start a new co-op? | Tabled. | No word from them. Abigail will reach out to them. |
| Intercooperation among CHEA coops in regards to members moving from one house to another (contract duality?) -- Alex Gray of Sasona. | Donny motions this CHEA Standing Rule:  *Moving between houses, there is no contract break fee, per se. The party is expected to give four weeks notice to both houses, before moving between houses, and any time less than those four weeks, you can be charged pro-rated rent if the room is not filled.*  Motion seconded; passed by consensus. | Alex: it should be easier to move between houses, without breaking contracts.  Donny: concern about enough notification given, since it creates a hole in the house.  Future-proofing, as things get bigger, might come up more frequently. Might need a policy.  Word from Sasona: some wanted to make sure that we could never usurp houses' ability to accept new members. So, anyone interested in moving houses would have to go through two meeting process, and be accepted by the house. No shortcuts.  Also, need to give MemCo enough notice to fill a room. Two weeks is quick. 30 days is standard at an apartment.  Alex reports that he has already given at least two weeks notice to MemCo.  So, maybe we don't need a policy here. Maybe we need a standing rule. At least about contract break fees.  *Standing Rule: Moving between houses, there is no contract break fee, per se. The party is expected to give four weeks notice to both houses, before moving between houses, and any time less than those four weeks, you can be charged pro-rated rent if the room is not filled.*  !Motion Passes!  Also, important to notify board, since moving between houses, has to be approved by Board (lack of contract break fee).  Contract is with CHEA, has the power to say-so about contract break fee. The pro-rating of rent is a house thing.  Whether a room is open at La Re or now, Alex wants to move out of Sasona asap. Alex needs to be in contact with Marilyn, MemCo at La Re, as a prospective house member.  So this suggestion would say to the houses that a contract break fee need not apply when moving between houses.  This particular situation is different, for Alex, who is already accepted at La Re. If there is dead time, when he is not in either house, then this won't apply. Contract hiatus? No guarantee that he would move back in to CHEA coop... Could revisit this, if and when it comes to pass. |

**New Business:**

Anyone interested in the reality TV / coop-documentary thing?

General Membership Meeting is in March! At Sasona this year, since it was at La Reunion last year? Time to talk with Events Coordinators!

We have to elect an NASCO Properties Board Representative. Will have a shared ballot, with nominees from each house, and with each house counting the votes. Will merge nominees at next meeting, to create the shared ballot.

Action item for Donny: put out for a list of nominees. Will send out an email. Will also mention it at new business at house meeting. Give it a few weeks to have nominees. In two weeks, will collate the list of nominees.

Meeting adjourned at 10:20 p.m.

Hannah Wright, Secretary

**Agenda for CHEA Meeting**

Tuesday, January 20, 2015, 8:45 p.m.

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

1. Treasurer update: leads for outside accountants; Maintenance Committee.
2. Co-op Tour update.
3. NASCO Properties Board Representative nominees: creating a shared ballot.
4. Word from Avalon Co-op’ers?
5. Word from Marjorie Daw?
6. Planning the General Membership Meeting in March.