**Minutes of CHEA Board of Directors Meeting**

September 23, 2014, @ 8:45 p.m.

La Reunion Coop, 1709 Gault St., Austin, TX

Board members present: Donny Goff, Chair, Clayton Matthews, Treasurer, Abigail Tatkow, Community Representative, Georgette Reid, Member, and Hannah Wright, Secretary

Donny Goff called the meeting to order at 8:50 p.m.

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| **Agenda** | **Action** | **Comment** |
| Approval of previous meeting’s minutes. | Donny moves to approve, Abigail seconds, minutes approved by consensus. |  |
| Treasurer report. | Discussion. | Do we know much is left on the $182/mo Sasona loan?  **Action item for Clayton**: ask Daniel about the remaining balance on the Sasona loan / how long it will take to repay / if it is possible to pay off faster. Will also ask about interest rate.  Clayton wrote Nicole a check today, to reimburse her for renewing the chea.coop domain.  Treasurer finally paid NASCO the rent for this month.  Right now, CHEA has a little extra in the account.  Sasona is about to turn in maintenance receipts, Clayton will make sure houses get the correct checks, and will log the transactions in the spreadsheet.  The spreadsheet is not part of QB--Nicole recommends that keeping that MAS tracking is better to keep separately. Cannot merge two existing systems together. The reimbursement spreadsheet is to track how much each house has spent. Will show up in QB file, as funds in, but is not necessary to add in to that level of the system. Is not two separate sets of books. The spreadsheet is just to keep track of the 70/30 split. |
| Party planning for October, Cooperative Month. | Discussion. | Clayton got an email from ACBA, they are teaming up with Wheatsville to have a Co-op Fair, the weekend before we were maybe planning on, also the weekend of ACL (October 12). We just joined, should show up. Is not really a party, is an event. Asked if we wanted to pay $150 to table there. We don't need more people on a waiting list. Does this event cost money to table at??    As for a party celebrating Cooperative Month, for the two houses, and other coopers, in late October…  We are putting out feelers out for other coopers. Hannah of the north is coming back in two weeks, would be good at connecting with other coopers in town. Maybe (responsible, mature) college coopers might be interested? October 18 will be the date for the party.    Now, for the concrete action items. Band? Theme? Keg? Where will we party? Food? Could we ask a coop bakery, such as Red Rabbit, to donate food? We know coopers in bands…  As for the location, we cannot drink in Zilker. La Re could spill out into courtyard. Maybe Sasona? Is having Sasona Birthday party soon.. Could ask Sasona and La Re about October 18 cooperative party. First, we need a location. Then, we can figure out the rest of the details.  **Action item for all Board Members:** think about what location would be great for a co-op friendly party. |
| Update from Membership Coordinator and Steward Subcommittee. | Discussion. | Abigail printed and brought the latest draft from the subcommittee. Tried to get everyone to meet and couldn't. Gathered things over email.  Next step is for board members to take home, read, and suggest edits. Will be a living document, easily edited by those in the position.  What is the legal status of our housing contracts? Hannah of the North is out of town, will ask co-op-contact attorney about the legality of the contract.  Everyone will look over the draft and suggest edits. Abigail will send out electronically.    **Action item for Hannah of the South:** take the lead to edit and organize the first draft.  **Action item for Abigail or Donny or Georgette:** could you follow up with Hannah of the North, to make sure we get the housing contracts sent to the lawyer?  Thanks to Abigail for running a large subcommittee, and thanks to the members of the subcommittee for their hard work!  In the future, maybe this guide could have another section at the end, where MemCos and Stewards could talk about what happened to them, sort of a FAQ, or worst case scenario... |
| La Reunion’s input on Maintenance Allocation Project Proposal Timeline. | Discussion. | Donny presented the MAS timeline to La Re at meeting. Told them about the maintenance committee, to be formed. Now, both houses have been debriefed on the MAS timeline. |

**New Business:**

Treasurer, do we have enough money from CHEA account to help fund co-opers trip to NASCO Institute, as a sort of CHEA scholarship? NASCO said between the two houses, we get $800 to help co-opers get to NASCO Institute in Ann Arbor, Michigan. Will add to next meeting’s agenda.

**Next meeting will be held on Tuesday, October 7, @ 8:30 p.m., at Sasona Coop**

Meeting adjourned at 9:50 p.m.

Hannah Wright, Secretary

**Agenda for CHEA Board of Directors Meeting, Tuesday, October 7, 2014 @ 8:30 p.m.**

Sasona Coop, 2604 Paramount Ave, Austin, TX 78704

1. Planning for visit from Rek Kwawer of NASCO in October.
2. Tabling for CHEA at Austin Co-op Fair, Sunday, October 12, 1-5 pm.
3. Treasurer update.
4. Party planning for October, Cooperative Month: location.
5. Scholarship for co-opers, from CHEA, to help fund trip to NASCO Institute (?)
6. Edits and recommendations for the MemCo-Steward Subcommittee Report.