**Thursday 22nd July 2021 at 7.30pm in Common House, Toiora High Street Cohousing**

**and by Zoom:**

<https://otago.zoom.us/j/9016259016?pwd=ZGZQRnM2L2tsai90eENKRExQUEtJQT09>

(password 252525)

**Chair and Notetaker**: Sara Ferreira & Marianne Quinn

**Present:**

**On Zoom:** Min; Alex?

**Apologies**:  Anne Thomson; Susan Jack, Maria Callau, Rosemarie Smith and Maurice Barker; Margaret Charles

**Appreciations**

**Practice of the chosen Waiata (E tu Kahikatea) for the official opening day (30th July)**

**Minute of record:** an induction workshop was held on 20th July 2021 **etc**

**a)BCG report (** Min, Rainer, Maria, Donald).

**b) Directors meeting update as circulated:**  (Susan)

i)*Final forecast of remaining money (more than we expected) and proposing we plan for workshops to decide how this is best spent*

*ii)\_Proposing repayment of loan to external lenders who had not requested interest, with a token 1% per annum interest on their loans when repaying as a gesture of thanks for their commitment to the project which was for a lot longer period time than ever expected*

1. *Proposing that this year’s insurance bill is not clawed back from unit holders*

**c) Admin group update** (Gay et al) see attached 21st July 21

 – Companies office updated as required?

**d) Project management report (** Juan and Anthony**) -**

i)Efforts to fix the container/laundry/sauna electricity supply: Anthony advises that after a couple of visits from Aotea, the unreliable power supply to the container and laundry was blamed on a cable fault. A solution has been found that reduces the cable capacity without limiting use of the laundry, sauna, or things to come in the future such as a bike shed and spa.

No digging was required but the circuit breaker in the cabinet by the car park was replaced because it was looking tired after having been repeatedly tripped. Hopefully, no further issues for the laundry users!

**e) Outreach group – update re formal opening etc –** see attached report and invitation to neighbours and friends **(** Anthony et al)

**Proposed minute**: *We agree to buy a southern rata for $xxx for planting in the garden near the common house as part of our opening-day celebration.”*

**f) Washing machine charges:**  Min

***g) Items held over from last meeting*:**

***i)Update on proposal Conciliation Team*** *(Sander) – attached to the agenda 8th July; resent 21st July*

***ii)Signs****: update from Outreach group*

***iii) Checks for window leaks or any other window issues*** *( Catherine / Project Managers)*

**New business:**

**Next meeting date set. Chair/ note taker**