**Notes from meeting hursday 12th Aug at 7.30pm in Common House, Toiora High Street Cohousing**

**Chair and Notetaker**: Gay Buckingham & Marianne Quinn

**Present**: Jess Ross, Jeffery Robinson, Catherine Spencer; Liz Wilson, Pauline Taylor, Eroni Fitiao, Kathy Lane, Sue Taylor, Donald Ross, Miriam Frances, Margaret Charles, Rainer Beneke, **Heddig X;** Tim Ross, Susan Jack, Anne Thomson, Anthony Doesberg, Anna Maxwell, Alex King, Ngaire Tigier, Sandy Ross, Min Lee, Sander Zwanenburg, Juan Purecilli, Gay Buckingham and Marianne Quinn

**Apologies**:  Frances Ross, Sara Ferrira, Maria Callau, Kristin Jack, Claire Loftus

**Appreciations –** to the Gardening group for all the work on site;

+ from Sander and Karen to Jess and everyone for arranging support for themselves and baby Esther – ‘it’s really made a difference!’ –

We welcomed Heddig, who learned about Toiora via Pip Ross, who she has just started working with at DPH. Heddig and her partner John and two young children will be moving into Dennis and Adelyn’s D Unit. A short ‘induction’ was held for this couple by Susan Jack and Tim Ross during the course of the meeting.

**Minute of Record:** Celebrations for the official opening of Toiroa High St Cohousing were held over the weekend of 30th July. Members of Puketeraki Marae blessed the 3 buildings of the complex together with cohousing members in the morning. This was followed by an official ceremony in the afternoon to which Contractors, professionals, Mana Whenua and official dignitaries were all invited.

Mauraka Edwardsand Ron McLachlan, accompanied by Waiariki Parata – Taiapa, spoke on behalf of Puketeraki and Kai Tahu. Two members of Toiora Cohousing also spoke before the Mayor, Aaron Hawkins, planted a Southern Rata in the grounds.

The following day Toiora residents held a rolling “at home” afternoon tea and shared meal for many invited family and friends. It was a busy and fun weekend.

 **All orange** expressing appreciation.

**1.Extended thankyous**: Rainer and Marianne suggested that as a group, we express our appreciations to the wide range of professionals and contractors involved in our Project. A number of these people took time out to attend the official opening but were not acknowledged and we believe its important to do so. The roles quite a few people played were crucial to the success of the project, yet much of this work was only known to a few.

Rainer will go to the Outreach group this coming Tuesday with a list of names of people we want to specifically thank. One option is the creation of a card with a picture of us all (or a collage of pictures) with space for all those who wish to sign it, that could then be sent to all these people. Agreed: The Outreach group will take this further.

**2.Project Managers report** – Anthony reported that i)Baden from E-haus will be here on Tuesday so he will see the problems with the windows and doors first hand.

ii)Stevenson and Williams have indicated they don’t plan to return until six months from the date they handed the site back to us – which was March, so presumably Sept. Meantime, any further defects to be reported to Juan and/ or Anthony.

iii) We are still waiting for quotes for the groundwork for M3 from the two firms who ave been contacted.

*(BCG meeting next week)*

**3. Report on state of Toiora Body Corp accounts** ( Min) – as circulated. Around $2000 has been given as ‘koha’ in recognition of being able to move in ahead of settlement.

Susan queried what happened to the proposal to repay the long term loans to people who lent the project money with an additional token 1%. Clarified that Anne T will check with accountant Nicola if there are tax implications of this. Having done that, she will communicate with the BCG and Directors. *A recommendation will come back to the meeting on 26th August.*

**3. Updated proposal** from the Conciliation team as circulated on 9th Aug 21 – Sander et al – **All Green**.

Anne specifically checked that once the Living Together group document was amended tonight, that the group allows her to send this on to the DCC and Harcourts- **Agreed.**

**4. Report from Garden/ Landscaping group** ( Donald) – a wide discussion ensued around some people having missed the implications of the plans for designated plots within the vege gardens as presented to the group at various points since Nov 2020.

Donald reminded people that if they are also keen to contribute labour and ideas to the garden group, to please say so. In the interim, he will ‘pause’ his efforts to prepare the beds in readiness for spring planting.

**5.Update on progress from Kitchen group** ( Jeffrey at al)

*? quotes still coming*?

Alex noted that the money for kitchen equipment needs to come out of unspent money from the project ( profit?). Rainer clarified that what has been allocated relates to ‘fixtures and chattels in the kitchen which were on the project plans’.

Other things that are required ( such as tea towels etc) are being sourced from Op Shops where possible.

Susan J suggested that we need a whole group workshop separate from the meeting to decide how any remaining funds are allocated.

**6.Update on progress re fences and gates** ( Catherine, Sandy et al) Catherine has spoken with Frank Scurr twice; he appears to have not done anything yet, despite being urged to proceed. The plan is to meet with him on site next week, along with Tim, to confirm the work that is required.

Rainer queried why all this work is all being expected of Frank Scurr and that Laurie Forbes, who has done some of the work previously, appears not to have been approached. Some of the structures have been with Laurie at Zeal Steel for some time, while he’s been awaiting instructions.

A reminder that these funds need to be spent within the agreed time frame.

**7. Signs etc** – any update from the Outreach group? **Nothing to report** to date.

**8. New Business**: Some thoughts around assisting information flow for prospective renters ( Rainer) – Gay informed us that Sara from Harcourts has spoken with her and she will make contact ahead of bringing any more prospective tenants. Anne will also supply her with a copy of the ‘Living together’ agreement.

**9.Finalizing the Dispute Resolution and Mediation process** for Toiora group membership (Anne T) – see document as circulated, sent back to us from Simon the lawyer.

Some discussion around changing the wording of this slightly to allow flexibility around the time frames stated.

*( I don’t have the final wording on this – please let me know what it should read).*

We agreed that Anne can send this document, amended in interim, to the DCC and Harcourts. **All Green.**

**10. Toiora weekend Hui:** setting a date for a weekend of fun and workshops to reflect on 'now that we are living here, what do we want from our community'? ( Jeffrey) –

Anne will send out a Doodle Poll whereby we can indicate which weekend in Sept and Oct might suit for this.

**11. Reviewing the ways we communicate**: Jeffrey notes that we have several pathways at present - two email addresses, one to 'shareholders' and one for 'chat' , and there are some members of the Toiora Community using WhatsApp. *How well are we sharing information?*

Gather is another option, but Jess reports that it’s not intuitive.

Min suggested that ‘anything official’ needs to be duplicated by email to ensure it gets around the whole group.

Rainer and Anne suggested that we need **a new listing for Toiora Residents**, which will include flatmates and young adult children. Min proposed we change the name of UCOL Chat to Toiora residents group. **Agreed.**

**Agreed**: that a group comprised of Alex, Kathy, Jess and perhaps Sander meet to discuss the best ways to ensure communication within the group. That this be followed by a work shop to outline how to use *Gather*. This will be discussed at the Outreach group next Tuesday.

**12. Security box for keys.** What has happened with this? (Jeffrey) Juan and Alex have been working on this and believe they’ve come up with a solution.

Sue would like the reassurance that the extra key to her Unit can be readily accessed in the event of any emergency.

It being 9.50pm, two remaining items were held over till next meeting.

**a). Sound transmission between Units**: what was to be expected and how this is going. (Pauline) – *to be held over till next meeting*.

**b). Use of site by non members of Toiora** **cohousing community** ( Claire L) - *to be held over till next meeting.*