

## Task Groups

(Note: This list is **NOT** a final allocation of tasks, when we are properly settled we can set up more permanent work groups.)

The previous list of tasks is extended to incorporate suggestions; task groups not shown on my previous email are shown in red. I have put Alex's at the top. **Email me if you'd like to put your name against anything.**

Names preceded by a question mark are those **I think** have worked on these or related tasks previously but have not confirmed their willingness to continue to do so over the move period so I'm not sure if they want their names against the tasks or not.)

- **Finalizing Documents Needed for Settlement taskgroup**, this group may divide into sub tasks as below, so please signal if there is an aspect that appeals:

- Legal liaison team** (which will bring legal and financial documents to the group)

- Surveyor liaison** –

- DCC liaison** –

- Finalising Body Corporate rules** – Min,

- Finalising Cohousing Membership Agreement** – Warren,

- Liaison & investigation of Mortgages** – Maria, (is that done with now?)

- Insurance liaison and information** – Anne,

- **Commonhouse kitchen** contributions, kitchen ware (including saucepans etc, bakeware, china –

- Volunteers:** Roz, Gay, ?Frances,

- Notes:** Roz happy to convene

- **Commonhouse kitchen & Lounge/Snug area** contributions, furniture and furnishings –

- Volunteers:** Anna, Gay

- Notes:** Lounge/Snug area is now separated off from kitchen furniture, so unclear what furniture there might be ...so

- **Commonhouse Lounge & Snug Area**, couches, paintings, rugs, tables etc., ?musical instruments –

- Volunteers:** Anna Jessica, ?Frances

- Notes:** Anna not able to convene. This may have to be combined with library and board games, but people within the task group having specific jobs.

- **Commonhouse, library & boardgames** –

- Volunteers:** Maia, Anna (not able to convene), Jessica

- Convener:** Anna not able to convene, ?Maia

- Notes:** would library be in snug/lounge or in Montpellier entrance area?

- **Commonhouse organisation of meals, cooking, etc.,** –

- Volunteers:** ?Anne, Anna, Ngaire, Jeffrey, Gay,

- Notes:** **initially** will probably only be organising potluck or bring-your-own-takeaways and cleaning up afterwards). Anna is not able to convene

- **Commonhouse Guest rooms**, furniture, linen –

- Volunteers:** Sara

- Notes:** I understand we are looking at two single beds and a queen?

- ~~Laundry & Bikeshed~~

**Volunteers:**

**Notes:** Bikeshed separated off

- **Bikeshed** –

**Volunteers:** Anthony

**Notes:** It might be helpful if people let Anthony know if they are bringing a bike.

- **Garden** paths, paved areas, but also veg garden, pots, fences, hedges, tools, play equipment, seats

**Volunteers:** Maria, Anna, Donald & Miriam (both are especially interested in veg gardening), Ngaire, Jeffrey, Sara, Gay, ?Marianne, ?Liz, ?Min, ?Rosemarie,

- **Rubbish disposal**, disposing of 24 x households moving packing materials

**Volunteers**

**Notes:**

- **Conciliation Team** –

**Volunteers:** Kristin, Anne, Sander, Donald, Gay

**Notes:** it might be a good idea to let a member of conciliation team know if you are struggling with any aspect of the move – or any aspect of anything actually!

- **Commonhouse Office** (records, photocopier, etc) –

**Volunteers:** Sue T, Sander

**Notes:**

- **Workshop** fittings, storage & equipment –

**Volunteers:** Jeffrey, Sander

**Notes:** This looks like a huge job!

- **Stuff for sale/swap/garage sale** after we get access–

**Volunteers:** ?Juan

**Notes:** This looks like a huge job!

- **Stuff for sale/swap/before we get access**

**Volunteers**

**Notes:** (On a spreadsheet, so probably not needed)

- **Communication** – (coordinating use of ?WhatsApp, ?Ucolchat, ?Ucolshareholders ?other in the meantime until we get a permanent system like Gather)

**Volunteers:** Sander

**Notes:** But probably not going to be an issue as current Ucol Chat and WhatsApp should work ok.

- **Money things** (bound to be something) –

**Volunteers:**

**Notes**

- **Buddy Group** (to welcome new tenants or householders) –

**Volunteers:** Gay, ?Jan

**Notes:**

- **Social activities**

**Volunteers:** Jeffrey

**Notes:** this may come under organisation of meals over the settling in period