**Thursday 8th July 2021 at 7.30pm in Common House, Toiora High Street Cohousing**

**Chair and Notetaker**: Sander & Marianne

**Present:**

**Apologies**:  Warren Hurley, Kristin

**Appreciations**

**Admin group update** – Maria et al

**PCG report:**

**BCG report:**

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

· Spare set of keys for BC access when necessary

· Updating website including tab for sale/rent of units as previously agreed

· Outreach group (induction days, official opening, neighbourhood days, media)

**New items:**

**How to use the sauna** ( Rainer)

**Making the best of the Ventilation system**: Tim/ Alex / various

**Signs**: update

**Basketball hoop and backboard** (Sandy)

**Update on proposal Conciliation Team** (Sander) – coming tomorrow

**Update to do list – anything left?**

Link to view UCOL To Do list  <https://docs.google.com/spreadsheets/d/1H0NKzfH9NQXamP-Hx6HyrS0hvkhZ_TFpfl6TVAPcbOM/edit?usp=sharing>

**Open Forum**