

Our vision is to create an urban cohousing neighbourhood, which promotes social and environmental sustainability, based on respect and shared responsibilities:

- Through robust eco-design and layout establish a cohesive community, which fosters wellbeing, diversity and the right use of resources.*
- Develop and foster a thriving living environment, which uses clear communication, decision-making and conflict resolution guidelines that promote tolerance, safety, respect and co-operation*

Notes from UCOL meeting
5 November 2020 7.30-9pm
at NumberWorks'nWords and via Zoom

Chair Anne *Notetaker* Jan
Present Pauline, Sue T, Warren, Mike and Roz, Donald and Miriam, Liz, Marianne
Zoom: Maria, Catherine, Frances and Sandy, Anna and Antony, Sara
Apologies Gay, Alex, Susan J, Sander and Karen, Rainer

Appreciations Anne for helping Sue T to cope without broadband,
Min for all the set up so Zoom can happen,
Maria for comprehensive site visit report,
Kristin for putting hand up to help with last funding round for the fence

- 6 min Common house kitchen update
Meeting was arranged with Sthn Hospitality person who did not turn up because he had forgotten. Sally turned up and spent 30 mins with Rainer and Tim. Worked out issues with appliances, but still work in progress. Ron McLaughlan is away until 15 Nov.
- 1 min Private variations due – Maria has alerted people
- 12 min Site visit – query – does this mean the build will be finished by 18 February? We will take extension of our Kiwibank loan until end of February to be safe. Stefan was comfortable with that date and he believes we should be finished by end of January.
We are not sure, but it is looking like settlement will happen between end of February and end of March. We will know more accurately by December 2020.
Received email from builders for extension for 4 weeks because of the paint variation we required. Talking with Bill today onsite it seems like end of Feb is the worst case scenario.
Programme update will be done at next BCG meeting. Aim is to finish inside before end of year and then make assessment of what is left outside for next year. It seems Stevenson and Williams are being cautious.
Timing and access for things like wardrobe installation needs to be checked when we have next visit with our lawyer; a list of similar questions is being compiled.
- 4 mins What is the process for placement of the Sky dish in the High St block?
Warren suggested it would be on the courtyard side with a bracket on the side of your unit. Will need to check with Tim before talking to the installer to ensure that it is done without compromising passive haus performance. Donald and Miriam to contact Tim directly and report back for other Sky viewers.
- 10 mins Forming the Conciliation Team

Warren has offered to act as scrutineer and help Marianne with STV system. Alex will train them on STV software. You will be ranking to indicate the people who you feel most comfortable with being on the Conciliation Team. In the future it is anticipated long term tenants would also be part of the process. Anyone who is involved with Toiora High Street cohousing at the moment is invited to be part of the process.

Marianne will send out a list of people tomorrow and people will send their result in to Marianne by Monday 5pm. Anyone 16 and over can vote

4 mins Body Corp fees (long term maintenance included) will be held over until next meeting because of inaccuracies discovered with the figures for maintenance. Insurance will also definitely be higher than the estimate. Need to look at adding in the Otago Regional Council rates as well as Dunedin City Council Rates for common area

10mins Code of Compliance to-do list update

https://docs.google.com/spreadsheets/d/1H0NKzfH9NQXamP-Hx6HyrS0hvkZ_TFpfl6TVAPcbOM/edit?usp=sharing

Information given to Tina awaiting valuation. NZI asking to come on site because of their concern about how close the two new buildings are. VERO and NZI both coming out of same numbers. \$20,000 excess for fire insurance.

Send approved body corp to surveyor – still waiting for fees info. Maybe this could be sent without fees? Min to follow up.

Sara emailed F&P and found out that they don't have commercial washing machines. At some later date Catherine will research commercial washing machines; capacity, cost, performance etc

Frances and Alex will be meeting with Neil McLeod of DCC this Tuesday at 11.00. Originally arranged to check about code of compliance if built in appliances not in place, which now looks unlikely to be a problem. However just in case, meeting to go ahead to see what would happen with getting DCC code of compliance if there was a problem with getting appliances in a timely manner

Other items to bring up at that meeting:

- Code of compliance is set as 4 weeks – explore if it could be done more quickly.
- Confirm if we can have code of compliance block by block so that there is not so much to do right at the end.
- Is there anything we can do to help get this done in a timely manner?
- Find out exactly what is required for code of compliance in relation to the fence.
- We also need to check resource consent requirements. These have to be met to get code of compliance (which could include fence and curbing)

Valuation from Shane: Meant to be done by Tues, emailed to say we have a meeting tonight. Still haven't got them.

12 mins 22 November workshops: Induction 10.30am-12.30; Toiora Agreement 1.30-4pm
We have people who want to Zoom in for the workshop and at least a half-dozen households who are interested in coming.

We will need to record contact details in two lists: renters and buyers.

Jan to contact John Dalgarno

Venue has been confirmed as Centre for Sustainability (we think!)

Gay back Tuesday so we ask her to contact Star/ODT to see if we can get a story to add to the

publicity for the induction

Facebook pages (ours – Jess to update) and others (eg cohousing nz, ecovilliate etc for Warren to post)

Planning to be there: Sue T, Catherine, Warren Mike and Roz, Liz, Jan plus ?

Jan to take organizing role: Structure was (a) mixing activity, Anne introduced and gave personal history, Catherine on “What is cohousing?” then Tim’s presentation on the plans and Susan J’s presentation on finance. Some of this is no longer needed. Jan to prepare a revised structure for next week’s meeting to take a look at.

Warren to present Toiora Agreement. Version 3.3 will be sent out next week so please print own copy and bring it along (with a pen)

- 10mins Getting Along Team asking for feedback from group about meetings.
Survey to be sent out; two basic questions “What do you like about our meetings and notetaking?” “What would you like to see improved?” but survey will be modified to ask for comments about different parts of the meeting and our processes.
- 2 mins Kitchen group to look at shared meals won’t happen for a couple of weeks
- 18 mins Open Forum

Do we need a food licence for the kitchen? Can we find it out without drawing attention to ourselves? Common kitchen is an extension of our own homes so having a licence was not included in our resource consent.

Our understanding after reading the MBI legislation and our resource consent that we will not require a licence since our kitchen is used for provision of our common meals.

Similarly no need for a liquor licence although we will be able to consume alcohol in our common house.

Sue going onsite and needs 3 high-vis jackets on Tuesday morning. Maria will supply.