*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

**22 October 2020, 7.30pm**

at Numberworks and via Zoom

**Minute 1:** that the draft Mediation and disputes resolution document (as amended) be adopted as part of our Body Corporate rules

**Minute 2:** that we agree to the background and proposal in the attached document (Proposal for Toiora High Street Cohousing Conciliation Team) that establishes guidelines for our Conciliation Team

**Minute 3:** that we agree to meet next Thursday 29 October

**Minute 4:** that on Sunday 22 November we will hold induction in morning, lunch, Toiora Agreement workshop in the afternoon

*Minutes of record:*

1/ 28 September 2020 - Visit by James Shaw, Green Party co-leader, with Scott Willis, Taieri Green candidate, and others to Toiroa High St Cohousing site

Five cohousers met with Green Party visitors (with media in attendance) to show off our development.

Link to ODT article (including video) - <https://www.odt.co.nz/news/decision-2020/co-housing-project-light-nz-green-leader-says>

2/ 5 October 2020 - Anne and Alex had a conference call with founders of Ahi-Wai Eco-Neighbourhood in Whangarei, Shaun and Carmel. They have been developing a cohousing neighbourhood on a 2 acre stie they own, have completed the planning and got resource consent, now are wanting the people who have expressed interest to get involved with ongoing work and financially. We explained the way our project had developed, how the company structure worked for us, with shareholdings and loans, and the financing through Kiwibank.

3/ 7 October 2020 - Anne was part of a panel discussing Community-Led Housing Discussion, organized by Cameron O’Neill.

4/ 15 and 19 October - Site visits with Shane (Paterson Valuation), Steven Field (Bayleys Metro Real Estate) and Graeme Pennell and Kerry Sizemore-George (Nidds)  for purposes of obtaining market appraisals of A2 and valuations for unit titling, insurance and market valuation of A2

*Chair and note-taker:* Sue and Anne

*Present:* Alex, Anthony, Michael, Roz, Gay, Maria, Sandy, Miriam, Donald, Min, Rainer, Marianne,

*Zoom:* Susan, Catherine, Susan, Kristen, Tim, Sara

*Apologies:* Liz, Warren, Sander, Karen, Frances, Pauline, James, Jess

*Appreciations:* [Sandy] Zoomed last time but missed stuff, and appreciating those who’ve put with Zoom all these months; [Sue] appreciation for support from group over cat; [Marianne] concrete cutting happening; extra loans over time which means we have reduced interest bill and more contingency; [Sue] Getting Along group thinking and writing well; [Maria] for Nicola’s timely answers to urgent questions when recovering from eye surgery

*Body Corp rules -* draft disputes resolution (attached) Min

Much discussion around the place of the Tenancy Tribunal and outside mediation within our dispute resolution procedure. These further legal avenues are not to be seen as a ‘normal’ part of our process.

Much appreciation for Min’s lead on the Body Corp document and the attention to detail she has brought to this.

*Minute 1: That the draft Mediation and disputes resolution document (as amended) be adopted as part of our Body Corporate rules ALL GREEN*

Long term maintenance plan ready for next meeting

List of other associated documents to be assembled

*Conciliation Team -* “Proposal for Toiora High Street Cohousing Conciliation Team”

Consider one trait which you consider important for members of Conciliation Team:

listener, brave, open, honest, tolerant (reassuring), direct, good communicator, available, comfortable in their own skin, confidential, direct, honest, advocacy, compassionate, active listener, not part of ‘core leadership team’, impartial, calm under pressure, non-judgmental perspective

There may be a need to go outside the group to talk with someone in some circumstances.

Additional document circulated regarding possible disenchantment with cohousing

*Minute 2: We agree to the background and proposal in the Proposal for Toiora High Street Cohousing Conciliation Tea thmat establishes guidelines for our Conciliation Team.  ALL GREEN*

*Heritage fence* Catherine/Sandy

Sandy and Catherine worked through costing for Heritage Fence so that they could apportion cost for individual sections. Now need to prepare new application to Heritage Fund to be submitted by 30 October to address the gap where the bike shed used to be. Online only application form, can use much of original document plus using new costings information.

Kristen volunteered to work on this – a sea of orange cards.

One big post needs to be removed at main entrance between the two blocks. Once there is power on site it should be able to be dealt with using power tools.

*PCG Report –* circulated PCG

$42,000 returned from S&W: provisional sums which will not be needed

$11,000 extra spent to seal concrete in four units

$90,000 will not be needed from budget (lower interest rates and further $2m loaned)

New timeline still saying 23 January – further work under contract to complete carpeting, grounds, etc.

4-6 weeks after that before settlement.

Alex and Frances will have discussion with lawyer over legal cover for people making use of units (for moving in furniture, painting, etc)

Any further variations will come with note “may incur an extension of time”.

Alex: We will never get the certainty we all want, but no reason why it shouldn’t be 4 weeks after practical completion of 23 January.

Unit titling work is going ahead now.   
There looks like money for kitchen from contingency, so time to get a move on with that. Rainer and Tim happy to work with Roz on specific equipment.

Also guest bathroom which is lacking toilet and shower.

Laundry budget includes door, windows, power, plumbing, distribution board.

Donald seeking definitive recommendation from directors regarding what steps have to be taken towards completion and settlement, clear timetable, information concerning the implications of completing kitchen/bathroom before or after contract completion

*Kitchen quote* Roz

Southern Hospitality quoted $41,500 (appliances, benches, etc) + installation, based on plan from Frances & Nancy. Shipment of appliances arriving soon.

Modular kitchen design, so can break down cost easily for completion in stages.

Electricity, plumbing, gas, grease trap all completed.

Secondhand appliances are not readily available, more expensive, extra maintenance

We ask Roz, Tim, Rainer to look carefully at quotation from Southern Hospitality, and bring recommendation to next week’s meeting

*Minute 3: that we agree to meet next Thursday 29 October 12G,4B*

9.00 *Possibility of tour of Toiora High St Cohousing for friends and family* Roz

Definitely, once the build contract is completed and UCOL controls the site, we have party for friends and family to have a look around

*Access to units for interior decorating planning purposes* Sue

Interior decorating suppliers flat out, so curtains and furnishings will take 8-10 weeks to make and install, but first they need to take measurements on site.

S&W ask that we don’t have multiple visits and visitors on site.

When it is known when Mackenzie & Willis and other firms are ready to do measurements, coordinate a time to visit and arrange with Calvin

*Date for Toiora Agreement workshop –* Warren

22 November already date for induction meeting:

*Minute 4: on Sunday 22 November we will hold induction in morning, lunch, Toiora Agreement workshop in the afternoon*  *18 G, 2B*

9.15 *Any other timeline updates:*

*Appliances* – contacted F&P last week with delivery dates, today reply wanting to know if all appliances in one go or at different dates. Two orders: one for built in appliances, one for other appliances.

Now time to place second order.

*DCC code of compliance –* Frances and Alex to visit DCC

*Finished at 9.45pm*

*Next meeting: Thursday 29 October, 7.30pm at Numberworks*