**Meeting Notes for 23 May, 2019**

Chair: Gay             Notes: Sandy

Present: Sandy, Gay, Marianne, Catherine, Sue, Alex, Susan, Claire, Sander, Karen, Dennis, Roz, Michael, Donald, Miriam, Pauline, Rosemarie, Maurice, Min, Rachel, Tim, Sara, Jan

Apologies:  Frances, James, Jess, Anne T, Geoff, Anne K, Juan, Maria, Rainer, Warren

**Minute** That we instruct Stefan to approach S & W with a shorter period of time for the extension and negotiate a period between 12 and 16 weeks. 18 Green 2 Blue

1. Round of appreciations:  Good weather and its role in steady progress on the site. Great to see the walls going up.
2. Process – with particular reference to events surrounding the red carding at the last meeting – Rosemarie

Uncomfortable about the process of talking about the lawyers last week. Factions develop when this happens. We did not do well. First time of a real red card. Our goal is consensus decision making. Hope we will do better in future when we come to disagreements.

Red cards give us time to reflect on the decision over some time and come back to the subject without some of the emotion produced by the dissent.

Rachel was then introduced and gratitude was expressed for her help at the early stages in buying the land and putting money into the 2 – 3 bedroom unit

1. PCG report/updates  - meeting notes from 21.5.19 appended

Alex commented re waiting on Halls Brothers to complete the foundation works in Alva Street. S and W have a lot to work on without worrying about this at present.

Tim commented on the cladding issue which is being priced. Tim will get back to us on this. December 2020 is still a prudent date to work on for the end of the build. Too early to change this projection.

**Minute** That we instruct Stefan to approach S & W with a shorter period of time for the extension and negotiate a period between 12 and 16 weeks. 18 Green 2 Blue

1. BCG report/updates  Meeting last week, report sent to the Directors to OK payments. We are waiting on the minute to be circulated
2. Shared Internet update:   Nothing further to report . Alex will follow this up.
3. Update on Lawyers: *Rainer/Donald/Susan/Alex*

Rachel gave historical background to why Helen was initially chosen. Helen had been part of a housing scheme that had been going for 20 years bringing together a disparate group of people to own housing. There were many issues in this group with a lot of juggling to obtain finance, work with official organisations and so on. It required a tenacious lawyer prepared to think outside the square.

Since Helen has left McMillan and Co, Rachel has had a lot of issues with that firm with things getting confused and misinterpreted. Rachel thinks we would be mad to move away from Helen.

Alex: The original group reconvened and talked through the issues. The majority of the group were still wanting to stick with McMillan and Co. Catherine talked about this at the Directors’ meeting. She maintained that she was still unhappy with McMillan and Co and another firm was suggested: Anthony Hamel

Susan spoke re the fact that their group had been tasked with bringing back a recommendation and that is what they did. The sum of money is not big in relationship to a $11,000,000 project. Catherine thought the group should have bought back a consensus decision rather than a majority decision because that is the way we work. Catherine hoped that we will use some of the time on Sunday to discuss these processes. Susan said that there had been a consensus decision as Alex had not blocked the decision. Alex said that he did not have strong feelings either way so he did not block it.

Jan knows Anthony Hamel and he already represents 6 of the people here and thought it would be a conflict of interest. He was surprised to be asked and thought we should continue to use Helen.

Tim initially thought that we should stick with the status quo but his lawyer had advised that we should stay with someone who has given us good service. His lawyer recognised there might be higher costs associated with McMillan & Co. A straw poll on the inverse motion – to go with Helen - was suggested. Tim thought we should vote on such a motion, but it was thought that this could be proposed at the next meeting.

Donald says that there is a lot more information now available. There are strong views that seem to only be willing to be satisfied with one result. He would like to step outside the small group now.

Catherine was concerned about a budget blow out and was not convinced that a good case had been made to make a change from Helen. That was why she reluctantly held up a red card.

It was thought that the cost of moving the trust money between firms was a minor issue.

There is a concern that Kiwi bank will start to pay out funds for the build soon and there will be an issue as to who our law firm is. So there is some urgency here.

It was agreed that we should let the matter rest until the next meeting and that shareholders should email their thoughts and concerns if they want to as an email discussion.

1. Repayment of loans update:   *Directors*

Waiting for Nicola to get back to us

1. Maori name inquiry: *Susan On going.*
2. Next induction workshop and potential new purchaser, Ravinder Soin, on Saturday 8 June in seminar room.

? DCC unit– we would still like to have a social housing unit as part of our project.

Catherine commented on the process of buying a unit: all need to go to an official induction and then pay the $5000 to get a place on the list to purchase the remaining properties. All participants in the induction should know how to buy in.

Anne will be asked to get in touch with Ravinder to assess his interest and willingness to pay the money plus the 20%. There was discussion about when an mini induction was an official induction. Anne should perhaps tell Ravinder to skype into the next induction.

1. Mid-level flooring update: *Tim Ongoing*
2. Purchase of additional copies of Happy Ever After Aftering in Cohousing" for $US21 plus $US12 postage - $US33 = $NZ50. We could get 2 copies for around $75; this was agreed.
3. Newsletter Jan has done it, Anne and Gay have checked it and will be resent to Catherine before being sent out on the wider list.
4. Bodycorp rules development/social meetings:  Sunday 3 pm at Catherine’s house, 26 Neidpath Road, Mornington, with a pot luck after 5 pm. Hopefully this will be a more low key - get to know each other better.
5. To Do List:  
   - Unit numbering system: *Tim* Pending
6. Finishing off of units prior to sales settlement *Roz/Michael*

We know we have to do the painting top coats ourselves but the bathrooms will have to be painted before we move in for code compliance. S and W will put in supplied islands before we move in.

Painting should be done before the carpets go down though if the skirting boards are painted we could just use protective sheets over the carpets.

As this might still be a building site can we paint? We are the owners of the site but our access to our units to paint etc. needs to be clarified.

1. Open Forum: no items

Next meeting: 13 June (we meet the 2nd and 4th Thursdays)

Chair: Sandy Notes: Marianne

**Material relevant to the meeting**

1. **Email from Shelley at ehaus**

Below is Sander's’ response to the email from Shelley of Ehaus re our ‘unverified’ listing.   
And below that his email re rooms and RSVP

“As I mentioned in the meeting, I have linked our location with Google so it wasn’t automatically generated.

I’ve just tried to verify it, but that can only be completed via a postcard sent to the address. So we cannot verify it until our address is operational. Neither can eHaus or anyone else.

It is true that anyone can suggest edits to this unverified listing, including name, category, hours, location, photos, and website. Also anyone can write reviews. Likewise, anyone can suggest to take it down.

We do benefit from the current listing as it links to our site.I recommend we leave the listing unverified until we move in. We can add some photos if we want to. We can keep an eye on it from time to time to see if the details remain accurate.

Sander

PS. Earthsong has also been listed and reviewed on Google but their listing is not verified either.”

1. PCG notes 21.5.19
2. Health & Safety: One minor incident since Stefan’s report. S & W have now got their heads around closing the loop. Worksafe have done a review, giving us confidence.
3. Requests for information: No outstanding requests
4. Variations: We are doing well at confirming costs as we go through. The main two are the costs for the site remediation and confirmation that there are no extra exchange rate costs for the windows.

Work is pushing on at High Street – stage 3 concrete being poured at present.

Site remediation: S & W have the detail to do the work but are waiting for Hall Brothers to be available.

Risk management: only one complaint from the public, relating to parking.

Traffic movements have decreased.

The time for hazardous substances to be discovered has largely passed.

1. Budget: This really comes down to the amount of contingency left. $250,000 is the likely figure for the site remediation and Rawlinsons think that this is a good result. There some other bits and pieces, leaving us with 2/5 or about $180,000. There will be some extra gib required in the CH, and the cost of the cladding, but there are other things which will help to balance these out.
2. Sewage: Foleys had put the drainage in the wrong position. S & W reacted promptly and told them to fix it; this is in process. Stefan credited S & W for their decisiveness.
3. Extension of time request: S & W have claimed almost 4 months

Rainer has looked at when they poured the various stages of the slab. The first was 5 weeks past the original, the 2nd 9 weeks, the 3rd 4 weeks, adding up to 3 months.

Stefan said that they are probably expecting an approach from us and recommends a general approach. We want 12 weeks; they want 16 weeks. We need to weigh up the impact of bad relationships, so we go back and say we think they have been a bit generous. If we are too aggressive we are going to get weather extensions of time etc. They want the extension so that they do not pay penalties at the end. Stefan will go back to Calvin and see if we can agree on a middle ground, say 14 weeks.

**Suggested minute for our Thursday meeting:** That we instruct Stefan to approach S & W with a shorter period of time for the extension, and negotiate a period between 12 and 16 weeks.

(Handover would be by beginning of December on 14 weeks!)

1. Tim on the cladding. We can keep Alva Street as Larch and use another similar looking product (aluminium or Innowood) on High Street (wood cannot be used for fire reasons). He needs to bring some prices. Decision yet to be made.