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

**Chair and Notetaker**: Sander & Marianne

**Present:**

**Apologies**:  Warren Hurley, Kristin Jack

**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)- the group provided the following report, having met on Monday 5th July:

*The outreach group is planning an official opening on Friday, July 30 from 2pm. Ngāi Tahu will be invited to welcome attendees, who will include representatives of the city council, MPs, contractors and others who’ve played an integral part in the project.*

*The following day, from 3pm, we’ll hold a neighbourhood open day. The group would like permission to spend a modest amount on catering for the Friday event and invites food contributions from cohousers for both occasions. The kitchen group’s help will be sought for getting cutlery and crockery ready.*

*We anticipate singing a waiata at the official opening, which will require some rehearsing by those willing to join in.*

**New items:**

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

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

**Signs**: update from Out reach group

**Basketball hoop and backboard** (Sandy)

**Update on proposal Conciliation Team** (Sander) – see attached

**Kitchen painting working bee** (Kitchen group/ Jeffrey )

**Checks for window leaks or any other window issues** ( Catherine / Project Managers)

**Charges for the use of washing machines** ( Catherine/ Min)

**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**