

3 . C o n s e n t A g e n d a - J u n e M i n u t e s

ICC Austin Board Meeting Minutes Saturday, June 17, 2017, 3:15 PM – 5:00 PM Location: UT Student Union – Room 4.206 (Chicano Cultures Room)

Time	Page	Item	Presenter	Action
3:15		1. ENDS POLICY & MEMBER OPEN TIME, & DIRECTOR QUALIFICATION CHECK		LISTEN
3:25		2. REFLECTION QUESTION & HOUSE UPDATES	All	LISTEN
3:35 (10 min)		3. CONSENT AGENDA April 20, 2017, Board Meeting Minutes May/June Occupancy Report	Nicole	VOTE
3:45 (20 min)		4. COMMITTEE WORK Executive Coordinating Committee GMM Committee Nominations Committee Committee for Combating Oppression Audit Committee	Scott Roxanne Mila Noah Scott	LISTEN
4:05 (15 min)		5. GOVERNANCE June Monthly Operations Report		VOTE
4:20 (20 min)		7. POLICY MONITORING Monitoring Policy B6 – Communication to the Board		VOTE
(0 min)		8. STRATEGIC LEARNING		
4:40 (5 min)		9. JULY MEETING PREVIEW		LISTEN
4:45 (15 min)		10. MEETING SUMMARY / EVALUATION		LISTEN
5:00		ADJOURN		

** See minutes for changes to draft agenda

Facilitator:

- Nicole Reneaux

Board Directors:

ECC Officers:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Noah Vaughn – President • Mila Santana – Secretary | <ul style="list-style-type: none"> • Roxanne Zech – Vice President • Scott Delhommer – Treasurer |
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House Representatives:

- | | |
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| <ul style="list-style-type: none"> • Karis Ford – Arrakis (ABSENT) • Ben Dickerson – Eden • Taren Flores – Helios • Ben Carneiro – New Guild • Rachel Ellis – Seneca | <ul style="list-style-type: none"> • Natalie San Luis – Avalon • Greg Cerna – French (ABSENT) • Shaneal Harun – House of Commons • Hayley McGaugh – Royal (ABSENT) |
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Community Trustees:

- | | |
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| <ul style="list-style-type: none"> • J.T. Harechmak | <ul style="list-style-type: none"> • Natalie Briscoe (ABSENT) |
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ICC Austin Staff:

- Billy Thogersen – Executive Director
- Ashleigh Lassiter – Membership Director
- Chris Hegar – Facilities Manager (ABSENT)
- Laura J. Khalil – Office Manager (ABSENT)

4:07 PM Nicole called meeting to order

****Note** – Board Retreat started late and ran over time delaying the start time of the June Board Meeting. Buffer time was built into the meeting agenda to allow for detailed explanation of each meeting section (as part of Director training). During the retreat break, time adjustments for the meeting were made to reflect late start. No agenda items were added or removed.

1. Ends Policy Reading, Member Open Time & Director Qualification Check

Ben Dickerson (Eden) reads the Ends Policy. Nicole explains member open time to the Board. Taren asks why an ICC Austin member should come to a Board meeting and wonders how much effort he should make to get his house members to attend a meeting. Scott, Noah, and Roxanne share their input on why they think members should attend. J.T. clarifies to Taren that there is no expectation from the Board the he brings members to the meetings and in fact it is rare members attend – though they are always welcomed.

2. Reflection Question & House Updates

Question: How did you become Board representative? How are new members adjusting to your house?

- Noah (President) – Started out as a board rep and stuck to it; house is going good; occupancy is low but all is good.
- Natalie (Avalon) – Was the only person nominated buy also wanted to join the board; 2 new members at Avalon this summer; little over 50% occupancy; labor is going to be a struggle and so will food budget; overall it is going to be a good summer.
- Ben C. (New Guild) – Ran for Board rep; has time; house is good; it's summer; interim was too long; finally back to do labor but having to do deep cleans.
- Taren (Helios) – No one else ran but has always been interested in the position; likes thinking in-depth about stuff; new members are doing really well; there are lots of new members at Helios; house has good occupancy; had a member review to start the summer and there was a membership revocation.
- Shaneal (HoC) – Only person nominated; out of school and wants to see how the organization runs and be more involved; HoC has 5 or 6 new members; house got gross during interim; labor is setline in and things are working out.
- J.T. – All is good; loved his time in ICC Austin and missed talking about co-ops; the Community Trustee position is a great way to help out and has been doing this for over 3 years now.
- Roxanne (Vice President) – Occupancy is really low; only doing dinners 4 days per week; big turnover for the fall semester; 15 out of 20 members will be new; getting ready for around the world and labor holiday; became Board officer because Seneca housemates suggested she would be good at; went to GMM, ran, elected officer, loved the position and ran again this spring; loves co-ops.

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- Ben D. (Eden) – House nominated new people for officer positions and he decided he could do Board rep; house is fine.
- Rachel (Seneca) – Was interested in the Board, so ran; Seneca is planning their around the world; all is good and the house is clean.
- Scott (Treasurer) – Loves co-ops and wanted to contribute to making ICC Austin a better place.
- Mila (Secretary) – Was looking for something to read one evening and found the board packet; read it and found it interesting so started coming to meetings and then ran for board rep; Royal has more people during the summer than they did this spring but everyone is still doing six hours of labor which is a lot for the summer.

3. Consent Agenda

Nicole explains what a consent agenda is and how it saves the Board time. Any item can be pulled from the consent agenda for further discussion if needed. Nothing is pulled from agenda for further discussion.

MOTION: Adopt the Consent Agenda which includes the April 20, 2017, Board Meeting Minutes and the May/June Occupancy report.

Noah motioned.

Taren seconded.

VOTE: 9-0-1 PASSED (1 abstained because they were not present for the April meeting.)

4. Committee Work

Executive Coordinating Committee (ECC)

Scott provides the Board with an overview of the ECC and the Board Officers. He provides a recap on the ECC's recent trip to Victoria for the Inclusive Leadership Conference. Overall, the ECC felt the content of the conference was not applicable to their positions but there was value in the ECC being together for the weekend and bonding as a team. The ECC is not recommending this conference for future ECC retreats. Noah adds the ECC meetings are open to everyone and to be sure to let Laura know if you are attending so she can order you dinner.

Committee Members: Noah, Roxanne, Scott, Mila

General Membership Meeting Committee (GMM)

Roxanne is the committee chair. She explains GMM and the GMM committee. The committee will meet once this summer to determine the agenda for the Fall GMM (Saturday, October 21st). She needs 4 or 5 people to join the committee.

Committee Members: Roxanne, Noah, Rachel, JT, Taren, Mila

Nominations & Recruitment Committee (NomCom)

Mila is the committee chair. She explains the committee's role and responsibilities. The summer focus will be rewriting the committee charter and recruiting for fall board reps. She needs 3 or 4 people to join the committee – especially people who enjoy talking to others.

Committee Members: Mila, Ben C., Noah

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Committee for Combatting Oppression (CCO)

Noah explains the CCO and that there is a looming discussion of whether or not the CCO should be a board committee or an operations committee. The committee has not met since March, so it needs to reconvene and establish goals for the summer and fall. Committee open to all members.

Committee Members: Noah, Natalie S., Ben D., Shaneal, Taren

Audit Committee

Scott is the committee chair. Explains the audit committee. They will meet with the auditor's once this summer in August. Audit is scheduled for August 7th & 8th. He needs 3 to 5 committee members.

Committee Members: Scott, Natalie S., JT, Taren

5. Governance

June Operational Report

Roxanne, Scott, and Noah have questions for Billy about the Ruth Schulze update. Roxanne asks about refinancing and the potential delay and associated problems with opening in Spring 2019 – in particular will this cause any major impacts on the budget, especially with potential for Avalon closing. Scott asks about Royal roof, parking variance, and wastewater connection. Noah asks if there are any impacts to the original stipulations the Board approved in April (see April Board meeting minutes).

Billy explains none of these issues impact the Board's approval of the project that was passed in April. ICC Austin was granted the parking variance, so that is no longer an issue; and the wastewater connection is in a "wait-and-see" but our engineers are working on it. Billy also explains that Arrakis opened in the spring and there were no issues filling the house. Once construction begins and we know the timeline for opening, we will be able to adjust the budget for that fiscal year so there will be no major impacts. Additionally, beginning in FY 18.19, Avalon is no longer being included/needed for the ICC Austin operating budget. Any revenue from Avalon will go directly into the expansion fund for future development.

Scott asks Ashleigh about the ongoing relationship with CARY and how, if they want to do regular tours, this will impact the houses.

Ashleigh explains houses will continue to be contacted for voluntary participation in the tours. She has no further information of what a long term relationship may look like.

MOTION: Accept the June operational report.

Mila motioned.

Ben C. seconded.

VOTE: 11-0-0 PASSED

Ben C. leaves meeting at 4:53pm.

6. Policy Monitoring

Monitoring Policy B6 – Communications to the Board

As part of new director training, Mila takes time to explain what the B policies (Executive Limitations) are and how the Board monitors those policies. Monitoring reports are just one way the Board can determine the policies are being followed. The Board can also choose to use a 3rd party consultant (ex. Auditors) and may also conduct direct inspection. Mila explains the anatomy of a B monitoring report.

Rachel leaves meeting at 5:00pm.

Nicole asks if there are any questions about. Taren asks about the interpretation and operational definitions of B6.3. Roxanne, Mila, and JT provide feedback on how Billy provides this information to the Board (generally in the monthly operational update). Taren further clarifies his question that he is unclear why ‘occupancy data’ is a relevant definition. Billy states that after reading the policy multiple times he interpreted the word “trends” to mean important trends the Board should know which includes occupancy.

Ben D. leaves meeting at 5:04pm.

MOTION: Accept the policy monitoring report for Policy B6.

Roxanne motioned.

Noah seconded.

VOTE: 7-0-1 PASSED

7. Strategic Learning

Nicole explains what strategic learning is and what topics the Board can expect to see this summer.

8. July Meeting Preview

Nicole review the July meeting preview list on page 3 of the board packet. Roxanne points out the Board Attendance and Work Performance chart in the FYI Section. She quickly explains the Board’s attendance policy and that 2 missed meetings without notification may result in removal from the Board.

9. Meeting Summary & Evaluation

- Nicole – Great meeting; really enjoyed the retreat; as facilitator, she rarely goes over time, so thank you for your patience and keeping energy levels high; will get the Board out on time next month.
- Billy – If we start on time, we can finish on time; concerned about attendance at the end of the meeting and three no-show directors; shares general concern about the system if people don’t show; thanks directors for sticking it out; good conversation on Ends; looks forward to summer.
- Roxanne – Swell; recognizes how far board training has come; activities were great; this is really beneficial to the board; will share Ends discussion with house and will meet with house board rep.
- JT – Know thy packet and explain packet to house; meeting was great; love the direction and appreciates moving away from a 7-hour visioning experience; loved more tangible skills; loved

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the post it activity and adding on the board goal; really excited about new board reps; everyone asked really good questions.

- Shaneal – Good meeting; day clarified a lot of things for him; will take things back to his house.
- Taren – Learned a lot about why the board matters for normal members (didn't really think it mattered before); will take this back and communicate to his house especially why the board matters for you, even just for over the summer.
- Natalie – Good meeting; good to learn about the governance model; excited about Ends policy discussion and will take this back to house; many Avalonians want to see ICC Austin do big thing with its privilege; hopes to continue to serve after this semester.
- Noah – Good meeting; really exciting to see how engaged new members were; nice change from last semester's retreat; look forward to summer.
- Ashleigh – Has a new found appreciation for minutes taking; thanks to Nicole for the sticky note activity; great meeting.
- Mila – Gig thanks to staff for making retreat happen; really positive on smoothness of things; board meeting was short and sweet
- Scott – Good meeting; ditto everyone else; taking back Ends policy discussion and Ruth Schultze delays back to house.

10. Nicole adjourned the meeting at 5:20pm.