



REAL ESTATE INVESTMENT COOPERATIVE

Agenda for NYC REIC Steering Committee Meeting

2:30pm to 5pm February 27, 2016

Location: 540 President Street, 2E, Brooklyn, NY

Agenda:

- Open meeting and member comments: 2:30pm to 3:00pm
 - Member comments and discussion (if any)
 - Review Agenda
 - Calendaring next meetings with locations and facilitators
 - March 7 WG kick off meeting: delegate facilitation;
 - Confirming april 28 meeting
 - Point Person: Mara
 - Notes: Joe overview - first phase was focused on consultation w/ IFT and WG's, getting all the information in front of us to inform how we make decisions moving forward. Key goals for next phase, defining committees and wg agenda.
 - Member discussion
 - A member is concerned community-control is not adequately described. (should we elaborate on more details, suggest possibilities of CLT's, etc.) Instead of defining ourselves in contrast to negative critique, focus more on the positives of our vision.
 - A member suggests we strengthen the description of our vision. And is interested in education, curious how that will be structured. Discrete tasks, small group, or infused throughout? Also interested in P'BIG/Outreach work. Suggests Trello for data management.
 - There are issues finding information website. SC - we could formalize process more, i.e. define committee, officers, etc. Improve workflow, WG's update blog first, makes newsletter process easier.
 - Grievance committee
 - Adele could be open to more than just SC
 - Mara probably not used much, but important we at least have a point person, or an email setup
 - Joe - stressed importance of having a policy enabling members + SC to be held accountable
 - Todd - should keep the committee focused on policies of REIC (not personal disputes)
 - Sara agrees to be point person for committee. Important for people to know there is a protocol in place. Near term goal is outline way of getting

people involved to create these processes. **Adele** can suggest mediators to put in her touch w/ for advice.

- Point person: Adele
- Expected Outcome: Collect SC input and delegate writing of a proposal for review next meeting
 - Notes: We hope to come out of this with SC liaisons w/ WG's
 - Committees deal with mission critical (top down SC driven)
 - WG's are more open ended, agenda defined by members
 - Next Meeting
 - Saturday March 12th, 2:30-5pm **David will set up (FAB?)**
 - SC meeting open to members - Open Tues March 29th 7:00 at Spaceworks
- Regular Meeting 3pm-5pm
- Updates:
 - Legal Team
 - CUBE: they will be giving us advice as we exist currently (i.e., we should consider them to be playing a role similar to "in-house" counsel to the SC). Responsibilities based on charter. Restrictions based on fiscal sponsorship status. Looking at any issues that may arise resulting from transitioning from a fiscally sponsored project to a formally organized entity (transferring assets, etc.).
 - Fordham - doing deeper research on securities law and entity choice. 401K's, crowdinvesting reg's, etc. Suggested cooperative venture solar examples, we could learn from. Will come to April All-member mtg to give presentation to membership. Follow up with SC meeting to discuss questions we as steering committee have.
 - When do we want to talk to CUBE, when do we setup mtg. w/ Fordham?
 - **Cube consultation - March 29th - SC meeting**
 - **Fordham presentation April 28th - All member mtg at church**
 - Consider case field trips, consultation with Cutting Edge Capital.
 - Connections with White Paper and Legal Team (talk about on March 7)
 - Finances and Fundraising
 - Art and Media wants to apply for a grant do REIC video
 - Point person: **Mara and Adele (responsible for approving)**
 - Expected Outcome: vote to approve or disapprove and delegate admin support
 - Yes - go ahead. But we need to approve text
 - They are doing a video on businesses and others that would potentially
 - Send draft of grant application - **SC will review- 2 days to review**
 - Communications
 - Communication policy
 - [Related Document](#)
 - Point Person: Mara
 - Expected Outcome: Vote to approve or return for more revision
 - Open Steering Committee Google Group - yes vote
 - Steering committee gmail - yes keep forwarding to all until further notice

- Communications policy tabled until next meeting. Adele suggests coordinating w/ Paula and Dan.
- Delegate writing of collective greeting from SC for newsletter (due next Monday)
 - Point Person: Adele (I am writing it)
 - Expected Outcome: delegate writing of greeting and define quick turnaround revision process
- Platform Coop book text
 - [Related Document](#)
 - Point Person: Adele
 - Expected Outcome: Approve text or define timeline for quick turnaround review and approval
 - Due March 5th.
 - We need to set a timeline for editing. Need to go back to drawing board. Continue to delegate it to that group not necessary for SC to approve.
- Organizational Development
 - Define WGs for next phase and SC liaisons for each
 - [Related Document](#) << officer and committee descriptions go here
 - Point Person: ?
 - Expected Outcome: Vote to approve or revise and vote to approve description and delegate SC contact for each WG
 - Need to prioritize mission critical items, stick to our charter, i.e. officer positions.
 - Also need to create opportunities for membership to be involved through workgroups.
 - Delegate organization chart - with different links of accountability
 - Steering Committee liaison
 - Joe suggests SC liaison and facilitator as the same person
 - SC liaison - responsible for lines of communication between WG's
 - REIC description
 - [Related Document](#)
 - Point Person: Todd
 - Expected Outcome: Vote to approve, Vote to approve provisionally awaiting more input, or return for further revision
 - Propose to provisionally approve - Yes
 - Meeting 12th final approval - Yes
 - Committee Definition Discussion
 - Point Person: Joe
 - Expected Outcome: Discussion and either generating and voting to approve a list of committees and point people or collecting input to inform a proposal for next meeting

How do we delegate mission critical tasks, committee, officer, etc. ?
 Do officers need to be on steering committee? No.

Officers ideally outside SC, but responsible to report directly to SC

Are committees open or closed?

- Officers are ultimately accountable
- Committees should have officers, Committee can be organized around a task as needed.
- Officers can invite members into committee as they wish.
- We need to be clear on ways to get involved. Communicate the different roles and responsibilities.

At next meeting we need to provide update on officers and committees. Describe officer roles generally, disclaimer that it's still in progress.

Homework: SC members write descriptions of officers and committees -

Next Meeting Agenda Items (tabled from this meeting, or homework from this meeting):

- Communication policy
 - [Related Document](#)
 - Point Person: Mara
 - Expected Outcome: Vote to approve or return for more revision
- REIC description
 - [Related Document](#)
 - Point Person: Todd
 - Expected Outcome: Vote to approve, Vote to approve provisionally awaiting more input, or return for further revision
- Committee, Officer Definition Discussion
 - [Related Document](#)
 - Point Person: Joe, K, Mara
 - Expected Outcome: Discussion and either generating and voting to approve a list of committees and point people or collecting input to inform a proposal for next meeting
- Social Justice/Inclusion Discussion
 - Point Person: Todd, Oksana, David
 - Expected Outcome: Discussion and decision as to whether to create a committee to address race/class composition versus having this be something that REIC U WG addresses