

Touchstone Cohousing Association

Whole Community Board of Directors Policy

Consented May 7, 2012

Last Revised Date: N/A

Policy Statement

Touchstone Cohousing Association, as of May 7, 2012, includes all Touchstone co-owners as board members in what constitutes a whole community board of directors' governance style. This style of community governance is conducive to a cohousing governing approach that honors consensus decision making, open and transparent process, and full community involvement.

Procedure

- The Finance & Legal Committee includes in its committee Terms of Reference (committee charter) the incorporation of both Finance and Legal in its committee oversight. The Finance & Legal Committee's Terms of Reference reflect that as a committee they use the community's consented policies (e.g., Late Fee Policy) as guidelines for any decision making. The current Finance & Legal Committee Chair or other Finance & Legal Committee members will perform any Treasurer administrative duties, such as signing the annual tax return (again only after full review by the entire committee per the Terms of Reference).
- Any administrative duties related to the remaining Board of Director officer roles—and primarily the President and Vice President—are incorporated into the work responsibilities of Steering Committee members or other Committee Chairs, as appropriate.
- All Touchstone Cohousing Association co-owners will participate in an annual Board Meeting to record in this meeting the current officer roles of President, Vice President, Secretary, and Treasurer. Again these titles are titular and the individuals in these roles merely perform administrative duties as needed to process the association financial and legal documents as outlined by the State of Michigan.
- The role of the Steering Committee is to receive regular reports from standing committees during its monthly meetings. It would also provide suggestions and assistance when a community issue sought resolution or had difficulty being addressed. It would also perform an active role when an issue spanned several committees.

Note: No increase in our current association insurance coverage for BOD Officer Liability Insurance is required.