

Touchstone Common House Guidelines

consensus reached, May 11, 2015

- Welcome to Touchstone and our Common House!
- Our Common House is the center of our community life.
- Relationships are key at Touchstone.
- Every community member has an equal right to be heard in how we use our Common House.
- We treat the CH as respectfully as we would treat a neighbor's house. Please leave the Common House the way you found it...or better!

Our Touchstone Common House Guidelines

The following are guidelines that balance freedom, responsibility and safety for people and the building.

Accessibility: In order to accommodate sensitivities, we agree to the following:

Fragrance free is the goal in the CH (see existing TS fragrance free policy.).

Smoking: As an extension of the no smoking policy in the common element of Touchstone, there is no smoking in the Common House.

Animals: The Common House is pet free, with the exception of service animals. Pets are not to be left unattended on the Common House grounds.

Security: The CH will be secured each weeknight by 10:00PM, Friday and Saturday by 11:00PM, using CH Closing Procedure Checklist.

Communication: All residents will address concerns directly whenever possible. If necessary, the CH and Peacekeeping committees are available for support and help.

Maintenance:

Broken or improperly operating systems or appliances will be reported immediately to Maintenance Committee at maintenance@touchstonecohousing.org.

For more routine matters, send email or place note in Maintenance Folder.

Report broken items to the Common House Committee [email address to be created].

Alcohol: Neither alcohol, open or sealed, nor any medications, are to be left or stored in the Common House.

Noise Level:

Those affected by noise inside the CH are invited to request a lower noise level. Please be considerate of others who ask for a lower noise level.

The community will be notified if a large event is planned that may exceed normal noise levels or go past closing time.

**Quiet Hours: Weekdays 10:00PM to 8:00AM
Weekends and holidays 11:00PM to 9:00AM**

The Common House is for Touchstone residents and their invited guests.

- We recognize the past support and hospitality of both Sunward and Great Oak cohousing communities.
- As we welcome our cohousing neighbors, we expect that any problems will be dealt with in a fair and mutually beneficial manner, based on reciprocity and trust.
- As we build this shared understanding with other neighboring communities, we may enter into such reciprocal relationships with them as well.

The Common House will be open to members of both the neighboring cohousing communities. The procedures for reserving rooms will be followed See children's guidelines.

Anyone else entering the Common House should be hosted by a Touchstone adult, who will be responsible for the behavior or his/her guests.

Reserving Rooms:

There will be a system to facilitate the reservation process once the new computer system is in place.

Official TS community activities will be placed on the calendar and will take precedence over other reservations.

All guidelines are to be approved by the consensus process.

All residents' input is welcome as we begin to inhabit the Common House and continue to refine these guidelines. We will formally revisit them in early 2016.