

REFERAT, afdelingsbestyrelsesmøde, afd. 16, Matildelundsvej

Dato: 29. januar 2024

DELTAGERE

Francis

George

Mae

1. Welcome

Chairman – Francis

Member – George

Member- Mae

2. Common area

Since we changed the lock to the common room, we as a board members need to create some rules regarding borrowing and do's and don't's.

To borrow the common area, they need to write us a message in facebook group – Matildelundsvej. They need to write details about the day of when to borrow, what time, name, and nr. of their apartment. They will get the keys from their posts, and they should return the key max. 2 days after used.

Do's

1. Make sure you leave the common area clean and in the same condition you found it.
2. Take care of any furniture or equipment you use and return it to its proper place.
3. The tables and chairs can be borrowed but need to be cleaned after used.
4. Table games are allowed to borrow.
5. When using a common area, be mindful of other residents.
Keep noise levels down, especially late at night. *(Sunday-Thursday)*
6. Dispose of trash properly and avoid blocking walkways or access points.
7. Be careful not to damage any property in the common area.

If you do cause any damage, report it to the appropriate authority and be prepared to pay for repairs.

Don't's

1. Smoking is not allowed inside the common area.
2. Don't leave your belongings in walkways or access points.
3. Don't use the common area for activities that are not allowed, such as grilling, or storing personal belonging.

3. Facebook Group

Create a poster and send it to their posts, where we invite all the residents to next meeting. Here they can scan the QR code for the invitation of Facebook group. Poster also have the information about the next meeting and tell why joining Facebook group is a benefit for them.