

Monthly Tenant Meeting

Notes from February 8, 2018

Introductions – Each attendee introduced themselves and gave brief information on their company

January meeting - Hannah went through details of January meeting and updates

New Divvy Bike station – Hannah took a vote and the group decided “yes” on getting new bikes stationed on Fulton

Human Resources – Nancy offered resources including:

Hiring including 1099's

Employee handbooks

Lunch & learns

Employment law

Best practices

Lauro – reminded group of upcoming Import meeting on 2/13/18

Group concerns –

Parking spaces

UPS & USPS mail pickup

Cleaning service for spaces, including using ICNC staff (Rosa & Naomi)

Fire extinguisher check

Trash compactor on Carol dock

Future meeting & suggestions on increasing membership –

Hold meeting in new tenant lounge (opening March 8)---**Join us at the party THURSDAY 4pm (03-08)**

Include presentations from Human Resources, and other informative sources, during tenant meeting

Post upcoming meeting agendas on Slack system