

Common Meals Agreement

Approved 10/3/16

Common Meal Team (CMT) Members: Mary, Bruce, Cheri, Yolanda, Marilyn

Overview-

Common meals are one of the key defining elements of a cohousing community, and "breaking bread" and cooking together is a wonderful way to share our lives and stay in touch with each other as friends and neighbors. Everyone in the community is welcome and encouraged to participate in meals.

The RR community agrees to the following:

1. Cook Team Participation is a responsibility for *all adults* living in Ravens Roost Cohousing.
 - a. Do not panic...participating on a Meal Team doesn't mean you have to be the cook!
 - b. Cook Teams include four roles: chief cook, assistant cook, two set-up/clean up helpers
 - c. Junior cooks (kids) welcome- maximum 2 helpers/meal?
 - d. Sign up schedule will be available 1 month in advance
 - e. This community desires to have 4 meals/week
 - i. Meal prep participation frequency will be based on number of adults living in community (52 weeks/year x 4 meals=208 meals x4 people/meal = 832 divided by number of adults)
2. Based on poll results and recent feedback from the community, meals will be on Monday, Wednesday, and Thursday evenings at 6:30pm and Sunday evening 5pm.
 - a. Meals may be themed such as a once/month birthday celebration meal for those who 'turn the age page' that month,
 - b. Week-end brunch meals may be scheduled monthly as desired,
 - c. We expect holidays will sort themselves out as we see the meal month schedule and get a sense of community desires
 - d. Special events will be created over time
 - e. 'Dinner clubs' (where folks get together on non-CH meal nights for a theme/group- single moms, vegetarian or vegan, etc. may be created as desired). They do their own rotation system for these meals. Interested Ravens are welcome to create their system in collaboration with the Common House/Meals Team after move-in.
3. The meal 'opt out' process that will be managed via Mosaic system.
 - a. Cooks will plan to feed all adults/meal UNLESS they receive opt out notification.
 - b. Members who choose to 'opt out' may do so:

- i. for an entire month and add themselves in for selected meals with sufficient notice as agreed upon in item c below
 - OR
 - ii. just for selected meals
 - c. 'Opting out' deadline is 7 days prior to the meal. Opting out after the sign-up deadline is generally not permitted, because the Cook Team has already bought or even cooked an anticipated quantity of food.
 - d. Late sign-ups are often possible. Check with the cooks to see if extra diners can be accommodated.
 - e. Ravens bringing guests need to sign them up in Mosaic a minimum of one week prior to the meal to be attended.
- 4. Payment for meals will be done on a monthly basis in advance based on a member/households' expectation of the number of meals they will be eating that month.
 - a. A payment tracking system will be set up in Mosaic.
 - b. Estimated payment is \$7/meal. (*This is our guesstimate...it may be less.*)
 - i. ~17 meals/month = approximately \$119/adult/month IF you plan to eat all 4 meals/week.
 - ii. Kids under 12 eat for ½ the cost of an adult meal.
 - iii. Meal costs will be reviewed/revised in 3 months after 'real costs' evaluated
 - c. **Initially every adult in the community is asked to put in \$119** (to be credited to their Mosaic meal account) to help purchase kitchen staples, etc.
 - i. The advance payment system will also capitalize a 'meals expense account' so cooks can be reimbursed promptly for their expenses.
 - ii. Staples list will be created by a member(s) of the CH Cook Team.
 - d. The Chief Cook will not be charged to eat the meal they cook.
- 5. Food allergies and sensitivities will be taken into consideration by the Cook Teams when they do meal planning.
 - a. Member poll about food allergies/sensitivities is being conducted and will be available in the kitchen.
 - b. Cooks will attempt to be inclusive in meal planning
 - c. A vegetarian option will be available at each meal
 - d. A kid-friendly item will be available each meal when children are present.
 - e. We intend to buy/serve organic and local foods (and grow our own) as feasible.
- 6. Recipes will be recorded/shared for future use.

- a. Mary purchased Moosewood Cookbook-Cooking for a Crowd so we have a vegetarian/large meal recipe source available in the kitchen
 - b. A recipe 'storage system' will be created for favorites/frequent meals we like to eat/month-Mosaic or other system.
7. There will be a Kitchen Team whose role will be to do the following:
- a. Oversee cleanliness
 - b. Stock and replace staples
 - c. Monitor refrigerator/freezer use/space/pull dates
 - d. Replace broken and/or find disappeared items
8. The Meals Coordinator will
- a. Coordinate Cook Team sign ups,
 - b. Manage and monitor the meals money account,
 - c. Reimburse cooks for their purchase receipts,
 - d. Post the meals sign up sheets,
 - e. Post the menu ingredients at least one week in advance.
9. Leftovers management
- a. Options are cook team takes it home or members take it home
 - b. Leftovers should not be left in CH refrigerator longer than two days
10. When the cook teams are working in the kitchen (before and during the meal), non-cooks should refrain from entering the kitchen for any reason unless they have asked permission from the cooks. This is a safety precaution since sharp knives, and hot food and pans are being used and moved around.
11. Good hygiene in the kitchen includes the following:
- a. Entire community will view Municipality food handling video/course
 - b. Frequent handwashing is expected, at a minimum before handling food and after using the bathroom
 - c. Secure hair in a scarf or tie it back if not short
 - d. Use non-latex gloves when handling food if you have any cuts on your hands
 - e. Use a clean spoon each time for tasting something
 - f. Wipe counters and cutting boards with clean wipe-up cloths (NOT SPONGES).
 - g. Some cutting boards have labels such as NO MEAT; please abide by the label.
12. This Agreement will be reviewed (and re-negotiated as indicated) in 3-6 months.

COMMON MEALS WILL BEGIN AS OF NOVEMBER 2nd.