

House Agreement

Donations/Contributions/Loans

Responsible: Common Space Committee

Last Reviewed 7/15/2018

Donations (monetary contributions) and **Contributions** (donations of durable goods/material things) are defined as giving something accepted by the community that is beyond one's "fair share" which may be either solicited by a committee for a particular purpose OR an unsolicited gift offered by a member(s) for a particular purpose. All donations and contributions accepted by the community *become the property of the community*, available to the entire community, and may be disposed of by the will of the community.

Loans of property may be accepted by the community for temporary use, but will be returned to the owner upon request of either the owner or the community. *PDX Commons will assume no additional liability for any loans made to the community and cannot guarantee that property will be returned undamaged.*

Donations Workgroup: The conveners of the *Common Space Committee* and *Landscape Workgroup* will each solicit two volunteers from their groups in addition to one at-large member from the community to serve on the *Donations Workgroup*, for a total of 5 members. This workgroup will be responsible for reviewing, approving, referring, and documenting contributions, donations, and loans from community members, as per Donations Procedure. The Donations Workgroup will reside under the Common Space Committee.

PDX Commons Condominium Home Owners' Association

All donations/contributions/loans must be reviewed by the Donations Workgroup and approved or referred, according to the *Donations Procedure*, **except for:**

- non-durable goods (including food, disposable products, etc.)
- small temporary or seasonal-use items that do not require storage or cleaning
- seeds, seedlings, or other growing supplies for The Farm
- any décor for use in “personal space” in walkways near home doorways or conversation nodes (this remains your personal property)
- tools or utilitarian items needed/requested by committees or workgroups
- items already approved/requested by a committee that fit into an existing design plan for an area
- contributions approved and solicited by any committee for a particular project¹

Donations and contributions should be given freely without any expectation of extra favor, deference, or privilege within the community.

Members of the community are asked *not* to put personal property in community space without moving through the Donations Procedure (unless exempted, as above). All unapproved donations/loans may be removed and disposed of.

¹ Monetary contributions proposed for a particular purpose need to be cleared by Finance and Administration Committee in advance so that there is an approved tracking system for income/outflow.