## Changing of the Guard

The Silver Sage experience in successfully
Bringing new community members aboard
Presentation by: Margaret Porter and new members
Connie Cantu, Gordon & Nancy Goodman

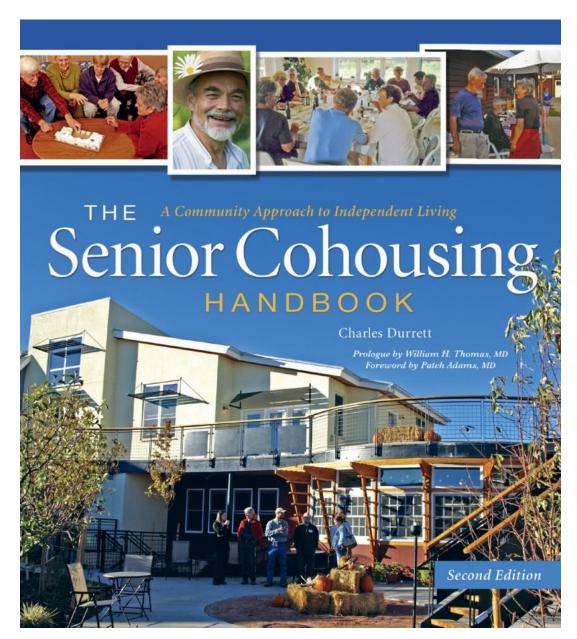








# Silver Sage Village Poster Child for Senior Cohousing





Celebrating 17 years of Senior Cohousing



### The Silver Sage Experience

Celebrating 17 Years of Senior Cohousing





#### **Silver Sage Agreement on Sale of All Units**

**Background:** Because the sale of one of our units involves the interest of both the Seller and the community, members of Silver Sage Village Community Association have adopted the following guidelines.

**Owners** who want to sell their units must be able to do so on terms satisfactory to them and in a manner consistent with applicable laws such as Fair Housing, age-restriction (HOPA) and the Boulder Affordable Housing Program. Under our Declaration at Article XI A 3 F, each owner, before selling the unit must notify the buyer in writing that, after the sale, all occupants of the unit must be at least 50 years of age, subject to certain exceptions listed there.

**Prospective buyers** are making decisions that go beyond real estate transactions. For example, they are deciding to join the Silver Sage community and therefore should learn about cohousing and Silver Sage's agreements, participation expectations and current residents before their decision to buy a unit here. A buyer must, at or before closing, give Silver Sage an affidavit confirming that all occupants of their unit will be at least 50 years of age, with certain exceptions, listed above.

**Current community members** have an interest in knowing that new community members understand what to expect in joining the Silver Sage Village community. This agreement intends to balance the needs of members who wish to sell their units, and their heirs, with the interests of prospective buyers and the Silver Sage community.

#### A. Ongoing Community support for marketing:

- 1. The Community Enhancement Team maintains two documents for prospective buyers that briefly explain cohousing and the history and nature of Silver Sage.
  - The "Information for Prospective Buyers of Market-Rate Homes" can be sent to inquiries and should be made available by the Seller and/or their Realtor at all showings and open houses. It should be emailed to anyone who has seen the home and is interested in purchase.
  - The "Information Sheet for Prospective Buyers of Permanently Affordable Homes" includes how a prospective buyer can become certified to participate in the City's program prior to a unit coming on the market and the preference for buyers who complete the Silver Sage orientation process.
- 2. The Community Enhancement Team maintains a public website (<a href="www.silversagevillage.org">www.silversagevillage.org</a>) with general information about Silver Sage, links to other

- resources such as cohousing.org, units at Silver Sage available for purchase or rental, and how to sign up on the Interest List.
- 3. The Community Enhancement Team maintains an Interest List of more than 400 people who have inquired about cohousing at Silver Sage and would possibly be interested in purchasing a unit at some point. With this interest list, it is sometimes possible to find a buyer without using a real estate agent. Announcements to this large a list must be done through Mailchimp and are most effective with professional photos or a link to an agent's website for the home.

#### B. When an owner first determines an intention to sell their home:

- 1. It is to both the Seller's and the Community's advantage for the Seller to notify the Community Enhancement Team as soon as possible concerning the expected timing and other relevant plans.
- 2. CET will provide the Seller with the current version of this document and the "Information for Prospective Buyers" pages for either a market rate or permanently affordable unit. If the seller decides to use a real estate agent, the agent needs to understand cohousing and agree to provide this information to prospective buyers and to abide by this agreement.
- 3. If the Seller participates in the Boulder Affordable Housing Program, notice to the CET well in advance of putting the unit on the market will give more time for people on the Silver Sage Interest List to qualify with the City and complete the cohousing steps outlined below necessary to obtain priority in the City's selection process.
- 4. The Community Enhancement Team and the Seller will agree upon someone in the community as their Marketing Liaison or point of contact between them (and their Realtor, if they are using one) and the community. The Marketing Liaison does not establish or restrict how the Seller markets the unit outside of this document. He or she keeps the community informed when the home goes on the market, when prospective buyers will be attending potlucks, wanting an orientation and so forth.
- 5. CET, together with the Seller or the Marketing Liaison, will decide when to send information to the Inquiry List. Once information and photos are available a "newsletter-style" announcement can go out to Silver Sage's Interest List and information can be posted on the Silver Sage public website, including contact information for the prospective Seller or their Agent.

#### Community Sale Agreement 08-29-2021 DRAFT

- 6. The Seller, with support from the Marketing Liaison or CET, may also provide information about the prospective sale to other cohousing communities, <a href="https://www.cohousing.org">www.cohousing.org</a> and any others.
- 7. Silver Sage members may use their ideas and contacts to help the Seller identify potential buyers interested in cohousing, but will not be considered agents of the Seller or the Buyer.

### C. When an owner places a unit on the market and has established a selling price, they will notify the Community Enhancement Team

- 1. The Seller provides a copy of this policy and the "Information for Prospective Buyers" document to their agent, if one is used, and includes a requirement in contracts with realtors or other Seller's agents that the agent will abide by this agreement;
- 2. The Realtor and the Seller make the SSV Information Sheet available to potential buyers and their realtors when they look at the property.
- 3. All marketing and/or advertising needs to include both "cohousing" and "senior" (and/or) "age-restricted" community.
- 4. Silver Sage will send out information to our Inquiry List as described above.
- 5. The Seller or Agent should connect a prospective buyer who is seriously interested in learning more with the Silver Sage Marketing Liaison, to set up a tour and attend a community dinner. The next step would be for the Liaison to arrange a one-hour Orientation with Sagers they select. This should be done before an offer is made and accepted, or added as a contingency to the contract. If timing is sufficient, we strongly encourage the prospective buyer to attend a community or team meeting.

#### NOTE:

**For market-rate units**, the Seller will not accept a contract until the above steps are completed or provided as contract contingencies.

If a Seller participates in the Boulder Affordable Housing Program, the Seller is subject to the City requirements that start when notification is given to the City. At that point the City sets a maximum sale price and the 30-day marketing period begins, which is required before purchase offers may be accepted. During this time the Marketing Liaison will facilitate the qualification of prospective buyers for priority in the City selection process and provide this documentation to the City Housing office.

**Silver Sage is an age-restricted senior community** under the federal Housing for Older Persons Act (HOPA), requiring that 80 percent of the units have at least one occupant 55 years or older.

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Under our Declaration, all of our residential units must be occupied by persons 50 or older, with certain exceptions specified in Article XI A 3.

Governing Documents and Declaration: It is the responsibility solely of the Seller (and not to any extent the responsibility of Silver Sage Village Homeowners Association or its members other than the Seller), to inform a Buyer of the governing documents such as by-laws, the Declaration and other agreements that govern ownership of property at Silver Sage Village and the current amount and allocation of HOA dues. Colorado law requires that a Seller provide copies of all governing documents to realtors and to prospective buyers. Any and all disputes arising between a Seller and Buyer due to misunderstanding or miscommunication about the governing documents are the sole responsibility of the Seller, and not of Silver Sage Village Community Association. At the Seller's request, the Secretary will provide these documents to the Seller or their agent.

### Information for Prospective Buyers of Market-Rate Homes at Silver Sage Village

WELCOME! We understand you are considering buying a home at Silver Sage Village. As your prospective neighbors we want you to know something about our community. Silver Sage was formed as a cohousing community in 2007. Cohousing is a movement that originated in Denmark and that has gained increasing popularity in the United States. It aims to create communities in which there is active participation by all residents in the life of the community. Cohousing communities are intended as an antidote to the pervasive isolation experienced in modern society. In addition to having our own private homes, we all share and are responsible for our beautiful grounds and the many common facilities you will see. Silver Sage Village is a member of the Cohousing Association of the United States, which offers more information on their website, www.cohousing.org.

There are a number of cohousing communities in the greater Boulder/Denver area, including Wild Sage, just across the street. Wild Sage and most others are designed as intergenerational communities, whereas Silver Sage is an age-restricted senior community. Our intention is to deepen our relationships with our neighbors so we can age together in community. Some of us are retired and others are still working part- or full-time. As you can see from the bio paragraphs on our website, <a href="www.silversagevillage.com/our-members">www.silversagevillage.com/our-members</a>, "Sagers" are actively involved in life and the world at large.

Joining Silver Sage is both a real estate purchase and a decision to become part of our community. We have sixteen homes with over two dozen residents. Our community life is strengthened through organized activities such as potlucks that are held twice a week in our common house, monthly community meetings to manage the affairs of the homeowners' association, smaller team (committee) meetings, occasional gatherings to share our life experiences, holiday and birthday celebrations, book clubs, lectures, movies and concerts. We also periodically have community work days which enhance our common spaces, building community as well as saving the community money, and workshops on specific aspects of community life such as communication skills.

Just as important, living closely together fosters community through informal social activities and sharing common facilities such as the hobby/crafts room, library/media room, meditation room, exercise and bodywork areas, laundry facilities, workshop, outdoor BBQ and eating spaces. Neighbors borrow sugar or tools, share skills, offer transportation and bring meals to someone who is sick.

As a cohousing community we make decisions together about community management and issues that affect our personal lives and our lives as community residents. Unlike traditional

condo associations, which often delegate day-to-day decisions to a separate management company, we hold monthly community meetings where we use a modified consensus process to make decisions. As outlined in our Participation Agreement, each resident is expected to attend these meetings and serve on one of the working teams that manage areas such as the common house, outdoor spaces, community enhancement, finance and legal issues and the overall direction of the community.

As a cohousing condominium community we have several agreements and other governing documents that will help you understand how we function. Some will be provided to you prior to an Orientation so you can better understand cohousing, and the full packet will be provided when requested as part of the due diligence process in purchasing a home.

#### A Note about Garages and Parking:

Silver Sage has a number of garages and parking spaces on the southern portion of our property. The garages are deeded separately from our residential units and our Declarations limit ownership of these garages to Silver Sage Owners. All Silver Sage owners who do not have garages are entitled to one of our parking spaces, one per unit.

#### **ORIENTATION FOR ALL PROSPECTIVE BUYERS**

It is important that potential new members of the community learn more about cohousing and the unique aspects of Silver Sage before making their buying decision. The more you understand, the easier it will be for you to decide if Silver Sage Village is a good fit for you and a place where you want to live and age in community.

After visiting a home that is for sale, we ask that you attend an orientation meeting and one or more community dinners prior to making a purchase offer. We also strongly encourage you to attend a Community or Team meeting if possible. These will all be arranged by the Silver Sage Marketing Liaison; a special "meet-the-community" function will be arranged if you are unable to attend a regular community dinner on Sundays and Wednesdays.

We are proud of our community and look forward to getting to know you better as you learn more about Silver Sage and whether or not it is a good fit for you.

**NOTE:** Since Silver Sage is an age-restricted community, at or before closing a buyer must give Silver Sage an affidavit confirming that all occupants of their unit will be at least 50 years of age; exceptions can be found in Article XI A 3 b of our Declaration.

Once your offer has been accepted, please request seller disclosure and buyer title company Status Letters from deanne.butterfield@earthlink.net.

Rev. 08/22/2021

#### **Living at Silver Sage**

#### **Topics for Orienting New Residents**

Welcome to Silver Sage! This outline is for use by new residents together with "a buddy" who will walk around with them to help it all make sense. Please send feedback to Rahima, including anything that is missing, as this information is revised before each new orientation to keep it current.

#### Silver Sage on your Computer:

- The Silver Sage internal website (for residents only) is <a href="www.sagers.us">www.sagers.us</a>. Agaf, our webmaster, will set you up with a password. He can also help you make this a Favorite for easy access. The site includes calendars for SSV meetings and activities (including on Zoom) and reserving use of rooms in the Common House, and sign-ups for potlucks. When you will be away, please post the dates on the "People Away" calendar! It's easy to make entries, and now it's possible to edit/change your entries. [NOTE: Please try using the calendar, and if you need help, ask Agaf to send you his printed directions.]
  - Teams can also be accessed on this site, including a list of their members, the group email for each Team and an archive of minutes from all meetings, which are posted after being emailed to everyone.
  - Also use the site to explore the extensive "Resource Pages" maintained by the CareNetwork.
     They can be accessed through "Resources" in the upper right-hand corner of the home page;
     they contain recommendations for home repair, health practitioners, activities, aging in community, etc. Send Ellen your recommendations or updates to anything you try!
- Agaf will also add you to the Silver Sage group email list.
  - You can send an email to everyone using <u>sagers@lists.sagers.us</u> and to any particular person using this address: their first name@sagers.us, like Agaf@sagers.us. Please make sure your personal responses are addressed ONLY to the individual sending the email, NOT to everyone to help limit the amount of emails.
  - Using an \* in the subject line means that is the entire message and there is no need to open it.
  - Please read through our "Email Guidelines" and observe good e-mail ethics:
     Do not forward other's emails and don't send inflammatory responses;
     Don't send political items or forward items unless they pertain directly to aging/cohousing; interested people can form separate subgroups for topics that everyone may not wish to receive, such as development in North Boulder.
- The **Silver Sage public website** is <u>www.silversagevillage.com</u>. Look at the brief bio statements under "Our Community"/"Meet Our Members" and please **send your short bio and a scanned photo** to Rahima to add to the website. If you have questions or need help to do this, please ask.
- Like us on Facebook (search for Silver Sage Village or <a href="https://www.facebook.com/silversagevillage">https://www.facebook.com/silversagevillage</a>) to see SSV photos, articles on aging etc. Comment on entries and share them with your family or friends! This helps get the word out about senior cohousing.
- The **SSV Contact Roster** will be updated with your information and sent to everyone; you can always find and print another copy using the link at the bottom of the home page of the internal website.

#### **Teams and Schedules:**

- The Teams are: Common House (CH); Gardens and Grounds (G&G); Community Enhancement (CET); Systems & Buildings (S&B); Finance and Legal (F&L). Steering consists of one member from each team, plus a "Member at Large" who serve two-year tems. It is considered "the board" for legal purposes.
- See TEAMS on the internal website for descriptions and team leads. Teams meet monthly, many
  in the week prior to the Community Meeting. Team meetings are posted on the Events Calendar
  and should be coded in Red.
- The expectation is to join a minimum of 1 and maximum of 2 teams (exceptions can be worked out with Steering for personal or health reasons). You're welcome to visit Teams that interest you over a couple of months before deciding which to join. When you have checked with the

- Team Lead and made your decision, let Agaf know and he will add you to that Team's group email list. Anyone can always attend any team meeting as a Guest.
- Everyone is also an "at large" member of the Silver Sage CareNetwork, which is not a Team per se. It focuses on Aging in Community and is project oriented, as well as considering our changing needs as we age. Henry is convening monthly meetings—you're welcome to attend!
- "ARF!" means "Arts, Relationships and Fun!" and organizes many SSV activities; contact Lindy about becoming involved with this.
- Report problems you spot around the 'hood to appropriate Team leads.
- "Doyenne Duty" is also listed in our "Participation Agreement." It involves caring for the Common House for a week twice a year. The Doyenne is responsible for lockup and other jobs posted in the CH hallway. Your buddy can help you with this when it's your turn. Everyone is expected to sign up for at least one week every six months on the sheet in the hallway; anyone who doesn't sign up is assigned a week. The job changes on Monday and "the flower" is transferred to the doyenne's doorstep as a visual reminder.

#### **Community Meetings:**

- Held monthly, **6-8 pm on the last Monday of the month** with exceptions around the holidays and no meeting in August. Please note the remaining dates for 2021 in your calendar: Sept 27, Oct 25, and Dec 6. Reminders and the agenda are sent via email to give you time to read documents in advance. Participation is expected when a member is in town; people away are encouraged to attend by Zoom or to designate a proxy (proxy forms are by the mail boxes).
- Steering Team sets the agenda, and meetings are run by consensus (we can send you an
  explanatory description). Residents volunteer to be Co-facilitator, Recorder and Heart Keeper.
  Everyone has a voice in the consensus process. Minutes of past meetings and explanations of
  our meeting process are available on the internal website.
- The legally required "Annual Meeting" is usually in November. By that time the budget has so
  far always been approved by consensus but, if needed, a vote could be taken, with each unit
  having one vote regardless of the number of residents. One member from each unit should
  attend or designate a proxy for this meeting.
- CET is happy to answer questions about our decision-making process (consensus); conflict resolution; etc. Where to access these descriptions is listed at the end of this document.

#### **Community Dinners:**

- Held twice a week, Sundays and Wednesdays at 6 pm; except last year during the pandemic
  they have been potluck. On the internal website we can list what dish we are bringing, as well as
  any guests, or if someone will not be coming. Try to post by 2 pm if possible so others can also
  know what to bring. Participation is encouraged to strengthen community--please come, even if
  you bring your own meal or don't eat.
- Labels for shared dishes are available to accommodate allergies or food preferences: gluten, dairy, cilantro, pork, etc. Ingredients in dishes are usually stated at the beginning of the meal.
- Everyone puts their own dishes in the dishwasher and helps toward cleanup. Those leaving early can move food dishes and wipe the island; those leaving toward the end can start the dishwasher, take out the trash and compost, etc. (all the items are posted in the kitchen)

#### **Expenses and Donating or Lending Items**

Talk to the Lead of the appropriate Team (Common House, Gardens & Grounds, etc.) <u>before</u> donating anything (and see the policy statement on the website) or <u>before</u> spending money for which you want to be reimbursed. If a purchase is approved, turn in your receipt and the "Request for Reimbursement Form" to the Team Lead for approval before he or she passes it along to the Treasurer to cut you a check.

#### **Design Review:**

You need approval from the Design Review Team (DRT) before changing or attaching anything on the OUTSIDE of your home (ie, painting, putting up a satellite dish, etc.) or to request major pruning or plantings. This does not apply to interior changes. Further information and an application form can be found in the "Teams" section of the internal website, under "Design Review Team."

#### Pets:

If you have a pet, please be familiar with the agreements on pets. Dogs need to be on a leash; please don't walk them through the courtyard to pee or first thing in the morning; animals are not allowed in the Common House due to allergies; etc.

#### **Activities**:

- Weekly offerings (no charge): Gyrokinesis (exercise led by Margaret)
- Work days: one or two in the spring and fall for Garden & Grounds; one in the spring for deep cleaning of the Common House (Ginger is paid to clean twice a month).
- **Snow removal** is contracted and is managed by G&G (Charna). Please be careful and use the elevator in winter! Sand and/or ice melt are available for you to apply. Help is appreciated shoveling when needed by those who can (there will be email notifications).
- Sharing Circles: often scheduled by CET or the CareNetwork, but anyone can suggest or organize one or organize an event: remember to put it on the CH Calendar and send out an email announcement and reminder to everyone.
- **Transitions:** There is a quarterly "Transitions" Sharing Circle held close to Feb 1, May 1, August 1 and Nov. 1. New members are welcomed, and/or everyone has an opportunity to share about the previous three months in their lives.
- Holiday Traditions: Annual Red, White and Blue Pancake Breakfast (4<sup>th</sup> of July); there are sometimes circles or parties around solstices and equinoxes; Halloween (costumes and local trick-or-treaters); Day of the Dead altar and sharing (Nov. 1); for Thanksgiving people tend to celebrate with family or friends rather than at SSV; Holiday Party in December with a "white elephant gift exchange"; Hanukkah Party; New Year's Eve Party. Etc.

#### **Common House:**

#### Due to Covid, check the current SSV policy regarding visitors in the Common House.

Everything is available for your personal use as if it were your own home. If you want exclusive use of a room, you need to reserve it on the Events Calendar on the internal website. If your group charges, then rental rates apply.

Your "buddy" will walk through the following areas with you, using this list as a guide:

- Locks/Access: Access is both by CH key and with the keypad on the kitchen door. NEVER give the keypad number to anyone, as we have had break-ins!
- Lockup: All doors are set to lock automatically; if you open windows, please close and relock
  them. Each evening the doyenne checks that all doors and windows are locked, as well as
  checking supplies in the bathrooms and kitchen, etc. Everyone signs up once every six months,
  and tasks are posted in the hallway. Doyenne duty starts on a Monday; "The Flower" reminder
  will be put outside the next person's door by the previous doyenne.
- Craft Room: Coordinate with Lindy and Diana if you want to leave materials in the craft room.
- Meditation Room (massage, exercise): please reserve on the calendar and use the "room in use" sign. Family members are welcome to stay as guests—check with Common House Team for details.
- Media Room/Library: TV, DVD, streaming available; printed instructions; Agaf or Alan can help
- Kitchen: Coffeemaker; napkins and napkin rings; use of stove and ovens (allow 25 min
  for preheating); fridges and labeling foods; broom closet (upstairs vacuum and recycling
  bin); borrowing items; pantry closet (also has kitchen and bathroom supplies); First Aid
  Kit; extra keys to units—in case of emergency or if you get locked out.

- **Dining Room:** Pre-Covid, Sagers donated several newspapers. NOTE: Tablecloths are now kept in a cupboard in the media room.
- Mail and cubby area: bin for junk mail; treasurer's bin for monthly dues, or set up bill pay (best).
- "Common House Doyenne": look for duties (including lockup) and the sign-up schedule in the hallway. Your buddy can go over this with you the first time you're the doyenne.
- **Elevator:** use the elevator rather than the stairs in the winter! The code up top for going down is the same as the door code. There are light switches on all the stairs (please turn off!)
- Exercise Room: use equipment at your own risk after signing a liability waiver; gyro equipment requires training from Margaret. Check the Bodywork Calendar on the internal website to make sure the room is free and has not already been scheduled for a private session.
- Artist's Co-op: four artists pay us rent for the shared space (this lowers our dues)
- Office Rentals: Erik rents the downstairs space; Alan rents upstairs for his video work.
- **Guest Room:** When we stopped having guests during Covid, this room was rented to Ellen and Henry for her cats. If you have guests and no space, inquire about the Meditation Room or Sagers who might make a spare bedroom available (often for the same fee to SSV).
- **Storage area:** each unit has a marked space—see drawing posted on door and on the big freezer; for fire sprinklers, items must be 18" below ceiling except along the walls. Door must be kept closed when not in use.
- **Durable medical equipment to borrow:** in Jim's space and near Connie's.
- **WiFi network** in the Common House is provided by Alan (BCM, Boulder Community Media) and is posted by the cubbies; if you are on AppleAirport, it also works in the CH.
- Laundry Room: If you will be using the laundry room, ask Agaf to add you to the group email to avoid scheduling conflicts. UNSCENTED detergents only and NO dryer sheets, due to extreme allergies; keep laundry room door closed when in use.

#### Wood Shop:

- Uses the Common House key
- Needs orientation and liability sign-off to use--contact S&B (Agaf or Uli).
- Leave it clean!

<u>Bicycle and Garden Sheds:</u> Bike shed is only for bikes that are being used, not for long-term storage. It is currently being left unlocked, with everyone locking their own bike; code for both sheds, if needed, is 1305.

#### **Trash, Recycling, Compost:**

- Compost: In winter, use the city compost bin (must be in compostable bags and follow city standards, so can accept bones, egg shells, etc. due to high temperature processing); pickup is every-other Friday. In warmer months contribute to our gardens by using the compost bins across the alley instead (no animal products or hard-to-decompose items like corn cobs; add dry leaves occasionally). Contact Carol with questions.
- Recycling: be sure to break down boxes and rinse cans and jars! Picked up weekly, on Wednesdays. If too full, notigy Agaf, who can arrange pickup a day early (no extra charge). Do not leave items outside of the bins, as we get charged extra for them!
- Trash: Picked up weekly on Thursdays. All items must fit in the dumpster or we're charged extra.
- **Hard to recycle:** Margaret has been taking **Styrofoam** to cHarm, so connect with her or take your own items there (see Boulder website <a href="http://www.ecocycle.org/a-zguide">http://www.ecocycle.org/a-zguide</a>)
- **Plastic bags** (from newspapers, only!): save for Gayla to put in the doggie stations by putting in the collection bin by the mail boxes.

#### **Transportation:**

- Eco-Pass: free local RTD bus service, including to the airport—talk to CET about how to sign up
- Rides to medical appointments or to get to the RTD bus station for Airport bus—ask for a ride through the SSV email. You can also drive to the Table Mesa Park & Ride and leave your car there for \$2/day (first day free); much easier if you pay using the Parking App!

- **Temporary disability:** register with Via for rides to medical appointments or see CareNetwork Resource Pages for other resources.
- Car share services: no one is using at present, but eGo cars has a parking spot on 16th.
- Parking Spaces: Garages come up for sale from time to time and can only be sold to SSV Owners. Units who do not own a garage are given a numbered parking space in the alley (only one per UNIT). Extra spaces are labelled "1650" and are available for ANYONE living at Silver Sage to use when they are empty. These spaces can only be used for a vehicle that you use regularly (ie not for parking a camper/RV that you don't use for regular transportation or for your car while you are away on vacation). Jennifer has made her 1642 space available to the community like a 1650 space in exchange for having access to the handicapped space as needed (she has a handicapped placard and uses it especially when it snows; so please don't park in the handicapped space). Please have guests park on the street. If you have questions, please ask!

#### **Emergencies:**

- "File of Life": Ask Henry/the CareNetwork to give you a magnetic "File of Life" form to put on your refrigerator with emergency information (health care providers; contacts; DNRs, etc.). EMTs know to look for it. We also keep an Emergency Contact form on file so we could call your local contacts if you're taken by ambulance. Good to put more detailed info in your freezer.
- Heart Attacks: We have a defibrillator (AED) in the Common House; if you DO NOT want to be
  resuscitated, please give a copy of your DNR form to Lindy to keep in the AED box and she will
  add your name to the "Do Not Resuscitate" list on the box.
- **Call 911 for fire or health emergencies**. For an ambulance: if possible, have someone meet them at the CH door ("1650 Yellow Pine") and direct them to your unit.
- Other emergencies: There is a gas alarm in each unit with a gas stove—if it goes off, call 911 and notify Dan or Uli. Know where the water shutoff valve in your building is for water leaks; contact S&B about this and other problems. Everyone is asked to keep an extra set of keys in the lockbox in the pantry in case of mechanical or health emergencies. You're responsible for repairs in your unit--ask Rahima or Jim for a resource page on household repairs ("Who Ya Gonna Call?").

#### **Community and Cohousing Resources:**

- Resource Pages: Check out extensive listings on the SSV internal website. Includes recommended home repair services, health practitioners, resources for aging, etc. <a href="https://sagers.us/care-resources/">https://sagers.us/care-resources/</a>
- "Nextdoor: North Broadway Holiday Neighborhood" e-bulletin board for local news at https://northbroadwayholiday.nextdoor.com
- Holiday Neighborhood: Read about the development and activities of the Holiday Neighborhood, of which Silver Sage is a part: http://www.holidayneighborhood.com/about.php
- EcoCycle Boulder website gives guidelines about recycling: http://www.ecocycle.org/a-zguide
- Cohousing (Coho/US) website: <a href="http://www.cohousing.org/">http://www.cohousing.org/</a>

<u>Community History</u>: See the Silver Sage public website and our Facebook page, as well as the photo albums in the Common House.

#### **Helpful supporting documents:**

These are all available on the internal website under Community Files ("The X Files" at <a href="https://sagers.us/files/">https://sagers.us/files/</a>, most are in the folder "Community Agreements.") Ask someone to help you if needed!

Bylaws, Vision Statement, Values Pets

Decision-making process Renters and Guests

Conflict Resolution Agreements Policy on Donations, furniture, etc.

Policy on e-mails Design Review Agreement and Application

Common House documents/contracts form

Personal emergency information Reimbursement form