

How To Become A Steward Of OM Village

This document explains the process for becoming the steward of a Tiny House in OM Village. Tiny Houses acquired through Occupy Madison, Inc. (OMI) are for people who currently are without housing or for those with insecure housing. They are not for people who have another residence. People who live in a Tiny House in OM Village are referred to as stewards. The steward(s) of a Tiny House is (are) the occupant(s) of the Tiny House and is (are) responsible for its care and upkeep. In addition to the care and upkeep of the Tiny House, each steward is expected to work cooperatively with the other stewards, volunteers, and other members of OMI. Each steward will also be expected to contribute to the maintenance and operation of OM Village along with other members of OMI. Each steward's contribution to the maintenance, operation, and to the goal of self-sufficiency of OM Village will be according to individual circumstances.

- 1) Become a member of OMI
- 2) The Tiny Houses are owned by Occupy Madison, Inc. If you are interested in becoming a resident of OM Village and becoming the steward of a Tiny House, attend a resident's meeting.
- 3) To become the steward of a Tiny House you must earn sweat-equity hours by volunteering in the Shop during official shop hours or by doing other General Membership approved tasks. If a Tiny House is available for occupancy and the next potential steward has earned less than 500 sweat equity hours, but at least 160 hours, that person could move into the House with the General Memberships approval. Sweat equity hours will be applied toward stewardship of your Tiny House after you become a member.
 - a) Be sure to sign in at the beginning of the shift if you volunteer
 - b) Your participation in OMI activities such as General Membership meetings, work group meetings, weekly meetings of stewards, and other OMI activities will be a consideration in your becoming the steward of a Tiny House during your conversation with the residents.
- 4) Hold List: Between the time you begin earning sweat equity hours and the time you are selected to become the steward of a Tiny House, you may be put on a hold list if you engage in behaviors that are not in compliance with the Occupy Madison Community Agreement. If you are on the hold list, you may still accumulate sweat equity, but your selection for a Tiny House may be delayed until such time that the General Membership and stewards agree that you are a good fit for the Village.
- 5) The residents will periodically review the list of applicants for a Tiny House and prepare a list of eligible persons based on the following criteria:
 - a) Completion of at least 160 of the required 500 sweat equity hours
 - b) Participation in meetings
 - c) Compliance with the Occupy Madison Community Agreement
 - d) Suitability of Tiny Home life to your life circumstances.
- 6) Schedule a meeting to have a conversation with current residents.
- 7) Residents will recommend by $\frac{3}{4}$ approval who the next residents should be to the GM. The GM will decide by $\frac{3}{4}$ vote to accept the suggestion.
- 8) If you are selected, congratulations! Make an appointment to discuss the Tiny Contract for a Tiny House with a Board Member and join in the preparation of your Tiny Home!
 - a) The work-schedule payment plan (sweat equity hours) in the Tiny Contract will be based upon the current best estimate of the average number of hours it takes to build a Tiny House (currently 500 hours).

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- b) Once you have paid off your sweat-equity mortgage you will still be obligated to contribute to the operation and maintenance of OM Village.
- 9) It is possible that someone accumulating sweat-equity may desire to take a leave of absence from OMI. In that event, notify the residents. If your leave is 30 days or less, your position in line for a Tiny House will not be affected. Beyond 30 days, the General Membership will work with you to determine your status. If you are already a steward of a Tiny House, and you are unexpectedly absent from the community for a period longer than 30 days, OMI will determine your status.
- 10) There is a 6-month probation period beginning on the date that you move into your Tiny House. During your probationary period, OMI stands ready to help mediate conflicts that may arise as you become part of the community.
- 11) Stewardship may be revoked or suspended for repeated or egregious violations of the Tiny House Contract or the Community Agreement at the discretion of the General Membership by a 3/4 majority vote of those present. Any decision by any individual, workgroup, or any other OMI body may be appealed. Please see the OMI Appeal Process document.

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