

Kollektivhuset Regnbågen - how it works!

Welcome to Regnbågen!

Regnbågen is a collaborative house containing 20 apartments in various sizes, (1-5 rooms with Kitchen).

To live in a collaborative house is different from how it works in an ordinary apartment house. There are common tasks that has to be done and it's important for our sense of community that we all do an equal share!

The house is owned by LKF and rented by us, as an economic association "Collaborative house no. 2 in Lund". Some of the service and administration are included in the rent. And then there is service and maintenance which is our responsibility. There are also many opportunities for spontaneous and/or planned common activities, for example "Matlaget" when we cook and eat together.

1. About this document

This is a set of rules, routines and traditions for our collective house. All those who are newly moved in will receive a copy. If there are changes in rules or routines it must be updated as soon as possible and inserted at <http://kollektivhusetregnbagen.se/hushandboken>

2. Cooking teams (Matlag)

During the semester we have cooking teams in the central kitchen every third day. The schedule can be found on the noticeboard next to the kitchen. You are free to change the day of your cooking team on the schedule. Everybody are supposed to cook at least three times during one semester. Preferably more if you have the possibility! The cooking teams are usually made up by two persons, but it is not a set rule. If you want to you can divide the team so that one does the cooking and the other person do the dishes. If you are prevented from following through with a scheduled cooking , try to find a replacer! If you can't find one the dinner is cancelled and you must find another date. The dinner is announced in advance by reminder notes on each entrance door (the notes can be found on the noticeboard) the day before and via email and also by a post in our Facebook-group. Feel free to invite guests for the dinner!

Dinner is served 18.00 in weekdays and sometimes 19.00 on fridays and weekends. Don't forget to add the time in your email and post. Traditionally we try to make it a little bit more festive in weekends and we also serve dessert. The price is 30 kronor/adult, 35 kronor with dessert.

Children: 0-4 years old free, 5-10 years old 10 kronor, 11-16 years old 15 kronor, 17 years old and up: full price. Leftovers are sold for 15 kronor / portion. If you want to make more expensive food, ecological for example, you can set the price higher. But don't forget to make a notification of that in advance. For guests the prices are the same. When it is your turn to cook, put up a list on the noticeboard about a week in advance. On the list add information on which food is to be served, don't forget the vegetarian alternative. During the week those who are interested in the specific dinner will sign their names and food preference. The list is taken down 18.00 on the day before the dinner. On the fridge in the kitchen there is a list of allergies and food preference.

Those responsible for cooking buys all food and are later payed back by the cashier responsible for food. Save your receipts! Please try to adjust the prices of your food to the presumed income from the dinner. Any deficit will be payed by the common food cash, but if the deficit happens often we might have to increase the prices. The cooking team are responsible for cleaning the kitchen and sorting/throwing trash, (See further under *10. Dining, kitchen and TVroom*) and wiping the dining room floor. It is important that we keep the kitchen fresh and clean! Leave it the same way as you want to find it!

3. Cleaning and locking up.

We are solely responsible for all the cleaning of the common areas of the house and the garden. LKF gives us a deduction on the rent for this. Each tenant can see this deduction on you receipt for rent.

The schedule for cleaning and locking up (Städ- och lås-schema) are placed on the noticeboard, one in each corridor. And online. Make a note to be sure to remember when it's your turn! A reminder is sent out by email. The lock up-time is 21.00 every evening, after that each person passing in our out are responsible for locking. The dining room door facing the garden is locked by corridor no 237, but if you spend time in the dining and unlock the door you have to lock it after yourself. The responsible for cleaning is the same person who is responsible for locking the door that week. Cleaning supplies are usually bought on our "Röjardag" but if you need something for cleaning, feel free to buy it and leave the receipt to the cashier.

There are laminated notes as a reminder for cleaning. When you are done with your cleaning task, place it one the door of the person who's turn it is next. Make sure to sign on the schedule when you have finished your task. Anyone who does not do their cleaning duties (last day is the monday at the end of "your week") will be fined 200 kronor to the common house cashier. You will also receive a new date for

cleaning/locking. To avoid fine, try to find someone to switch dates with or ask some of the teenagers if they are willing to do it for money. The chairman of the board are freed from cleaning responsibilities.

4. Røjardag ("Clear up day")

Most of what is needed to be done in the house and garden are done on our "Røjardagar". We have a couple "Røjardagar" each semester, usually on a saturday or sunday. All adults in the house are expected to participate. If you are prevented you must do at task corresponding to what you do on a "Røjardag". During the day we clean or fix things inside our outdoors. We also have dinner together. Each "Røjardag" is arranged by a workgroup consisting of 3-4 persons. They plan the tasks that has to be done and also the dinner. The group also makes a inventory of what supplies are needed to be bought in for the common storage and the kitchen. Everybody are expected to take part in a workgroup for the Røjardag, at least once every semester. The group posts a list of tasks needed to be done on the noticeboard in the kitchen in advance. If you have an ide for a task, feel free to add it on the list. When a task is done, make sure to post this in the "Røjardagspärm" (a cover titled Røjardagspärm). You find it in the diner. If you do your task on another date, don't forget to post it in the Røjardagspärm.

Since 2018 we have a fine on 300 kronor if you do not fulfill your task. You have one month to finish it. The house is big and it is everybody's responsibility to keep it in order.

There are some exceptions from this rule. If you for example are away abroad for a longer time, you can have an exemption. In a household with a newborn baby one of the parents are freed from the duties for six months. If you missed a day, the workgroup will find you a task, but you can also find one for yourself. The agreement is that your task should take about as long time as a "Røjardag" does.

5. Parties

We have a traditional summer party, usually a barbecue, at the beginning of june. Feel free to invite friends and relatives. We have a Christmasparty in december. The children usually performs a Luciatåg, and we bake "Lussekatter" (swedish saffron buns) with the children who wants to participate. Glögg (mulled wine) and ham is payed by the house and the rest of the dinner is a potluck. Santa Claus will pay a visit and we sing and dance around the christmastree. Any initiative for house parties are welcome!

(Regarding private parties, see 10. Diner, kitchen TVroom)

6. Interest groups and responsibilities

If there is a proposal of a change/improvement, an interest group can be formed. The group will then independently pursue the proposal. The groups are driven voluntarily based on the individuals interest and concern for the task/proposal. All in the house are welcome to participate in such a group. But there are no performance requirements attached to these groups, unless it has been decided so in advance.

We have some key responsibilities. A person who take responsibility for spare keys, the cleaning schedule, cooking teams schedule, the exchange room and our website. These responsibilities should rotate among us in the house.

7. How the Collaborative house is organized

The house is an economical association who rents the facility by LKF. The association is the tenant. The association is controlled by a board, this board is elected each year at the associations annual meeting. We want the board assignments to rotate among the people in our house. The board has a meeting once every month and more often if needed. The board calls for house meeting at various times. It is important that everyone in the house participates since we make important decisions at these meetings. It is also a way to take part in caring for our collaborative house. Everyone who lives in the house is a member in the association and all adults pay a member fee 70 kr/month and annually 60kr. Those who have newly moved in also pay a home-saving fee that costs 1200kr (50kr/month during the first two years) that are put in the associations cash. All fees sum up to 30 000 kr annually. For this the association pays insurances, kitchen utensils, cleaning and hygiene products, sometimes furniture, food for "Röjardagar" and some to parties. Those who have newly moved in also pay a effort for 100kr that they will get back when they move out. This means that the collaborative house is run by our own money. Beyond the association LKF pays for some of the costs in the house with their area budget - ultimately from the rents we pay. This concerns some repairs, current expenses - for example common electricity, snow removal, garbage collection etc.

When the area budget makes a profit, the surplus is payed to the collaborative house. These money are most often payed out to all in the house by a principle of distribution concerning the size of each apartment.

We have a maintenance fund for our shared space and garden, in which LKF adds money annually.

8. Communication

Perferebly we talk to each other in person. But in some cases digital communication forms are useful.

One or more can be webmaster, but there are many things you can do by yourself. Give your email to our email-list alla@kollektivhusetregnbagen.se If you want to reach the board with an email, the adress is styrelsen@kollektivhusetregnbagen.se. And then there is 235@kollektivhusetregnbagen.se Try to keep a respectful tone in the email. If your question is of sensitive nature, maybe it's better to lift it at the next housemeeting. That reduces the risk of misunderstandings. Most people in the house can be reached on email (first name)[@kollektivhusetregnbagen.se](mailto:kollektivhusetregnbagen.se) If a mail is sent to that adress it is forwarded to your ordinary email. All the addresses are kept updated by the webmaster, at <https://service.binero.se> but you must provide it to him/her.

Our website (<http://kollektivhusetregnbagen.se>) is used for external information mainly, but also internal information. Some of the internal material is kept private, for instance contacts and reports from meetings. The private pages can be accessed through the username "alla" and the the password is the same as the door code. Anyone logged in can update the website. On Facebook we have a private group "Vi som bor i regnbågen", and the less used "Kollektivhuset Regnbågen". We also have an account on Dropbox and Google where all our documents are laid out. In the Google-document "Vi som bor i kollektivhuset Regnbågen" everybody who wants to can add an presentation of themselves. This feature is mainly for those who have moved in recently. Anyone can make updates. You find the link on the contact list on our site. You can also communicate by putting up a note on the noticeboards.

9. New tenants

When somebody moves out and a apartment is available it will first be offered to those who already live in the house. If there are more than one interested the board will decide who has the biggest need of the new apartment. If there are no one in the house that are interested the apartment will be offered externally. In doing so we contact all who are on our "list of interested". The apartment is advertised bot by LKF and to those in our own queue. The applicants present themselves by answering a couple of short questions. Among these the preselection group picks about six candidates. The name of the candidates are posted to all in the house. After that interviews with the candidates are held by our interview group. The interview group proposes a new tenant. The selection criteria has been decided on a house meeting. The board makes the final decision.

The assignment to participate in the selectiongroup should rotate, the same persons should not be in both selection- and interview group at the same time. Anuyone can add themselves to our list of interested by emailing ko@kollektivhusetregnbagen.se

OUR COMMON AREAS

10. Diningroom, kitchen and TV-room

On all days that there are no cooking teams you can book the rooms for private arrangements. A calendar is available on the noticeboard outside the kitchen. If you're using the rooms for only a part of the day, please note time. If you are using the rooms for a party, please take in to account to the neighbors living above the dining rooms. In normal cases the policy of LKF is applied - to keep the volume down between 22.00-6.00. Deviations from the policy must be briefed with those who live above the rooms at least a month in advance. Anyone who uses the rooms must clean up properly afterwards. Floors wiped, garbage disposed to the garbageroom (including waste separation).

Don't leave leftovers in the fridge if you're not certain that they will come to use.

11. Foodstorage and freezers

You can put food in our common freezers. We have no specified rules, use common sense in how much you add in the freezer, one box is suitable. If the demand is more than the space, those who uses the freezer will make up an agreement. In the food storage there are fridges to be used if you have cooking team or a party, remember to turn them on (and off when finished). We also store lightbulbs for the common areas, and kitchen- and toilet utensils. In the basement we have a room where you can keep a private freezer if needed. You will pay a sum a year for electricity (based on an average cost for a freezer at a electricity company). The money goes to our associations account.

12. Laundry room

When you wash clothes you must sign the list on the laundry room door. If you have not started to do your washings 30 minutes after assigned time, it's free to use for others. Tumbler and drying room can be used one hour after your time. The laundry room must be cleaned after using, the rules are listed on a note in the laundry room. Read the instructions! New laundry lists can be found in the laundry, they can also be printed from the web. You are not allowed to book double washing sessions the last two sessions (16-19 and 19-21) and not in weekends. If there is laundry in the washing machines when your time is due, you can take them out and put them in the baskets. But do not take out still damp clothes from the tumbler or the drying room. Treat others the same way you want to be treated.

13. Guest room

There is a guest room in corridor 237. It can be used for free and booked in advance in the calendar on the noticeboard in the kitchen. You can book it at a maximum for a week. If you need it longer, you must talk to the rest of the house. After use, the guest room must be cleaned, including toilet and shower. You have the responsibility for your guests both in the guest room and the common areas. In the basement we have other rooms that have been used as guest rooms, these are currently closed due to fire regulations.

14. Exchange room

You can put still useful things in the exchange room. For instance: books, clothes, kitchen utensils, smaller furniture etc. Please remember that it must be things that still can be used, it is not a storage room for bulky waste. One or more persons in the house are responsible for the overall order in the room, but everybody must help to keep it clean and tidy.

15. Carpentry and painting room

The rooms are available for everybody in the house. Put a note on things that you are currently working on, so it's not used for something else. Keep the carpentry tidy so it's fun and easy to use for everyone. No sawing and grinding of wood is allowed in the painting room, it is only to be used for painting.

16. Sewing room

In the sewing room (corridor 237) Anne keeps her loom, there is also a sewing machine and a table. Everybody can use the room but please be sure to keep it tidy.

17. Youth room

The youth room in 237s basement are not allowed to be used for now due to stricter fire regulations.

18. Exercise room

There is a ping pong table in the exercise room. The room is available for everybody. But you can also book it for a planned event like yoga or gymnastics. The calendar for booking is on the noticeboard by the kitchen. Note the time.

19. Sauna

The sauna is booked in the calendar on the noticeboard by the kitchen. Note the time you will use it.

20. Keys

You receive your keys when you sign your contract with LKF. If you lose keys you must pay for exchange of new locks. Keys for the guest room is kept in the cleaning storage in corridor 237. If you want your guest to have keys for the main entrance you have to use your own. The door to the cleaning storage must be kept closed and locked. Jan, Maud and Ann-Christin have spare keys for the guest room.

21. The garden

In the summer we spend a lot of time in the garden. We eat and the kids play. We all share the responsibility to keep it nice and clean. Pick up after your kids, bikes and toys should not lay around on the grass. When we work in the garden weeds and cuts should be put on a proper place. Crops and sticks are shredded with the chipper machine and then spread out in the flowerbeds. Be sure to keep it tidy outdoors just as you do indoors. In the garden we have fruit trees, berry bushes and herbs. Feel free to pick but remember that it is for everybody in the house. The greenhouse is for private cultivation. We have growing boxes that you can use. The gazebo can be used by everybody but is currently under restoration. Smoking is not allowed in the garden.

We hope that you will enjoy living in our collaborative house! To live in a collaborative house is to be close to your neighbors so it is important that we all show each other respect. To be positive to other peoples ideas and projects and take an active part in the going a bouts of the house is to add to a nice atmosphere in the house!

The board

14 january 2019