

Board Meeting Agenda (and Notes)

April 19, 2018

Attendance: Grant, James, Myranda, Sean, John, Sylvia, Roger, Andrea , Jim F., Owen
Missing: None

Treasurer's Report

Member level composition

Current members: 122

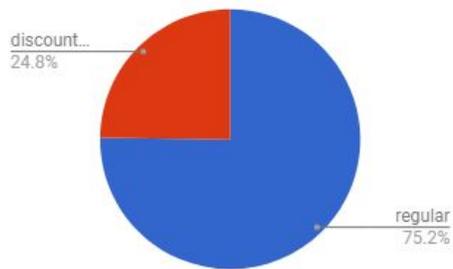


Figure: Member count from last 18 months
(this is an estimate: some members joining then leaving are only represented as leaving. Will work on better plot, but this does represent general trend)

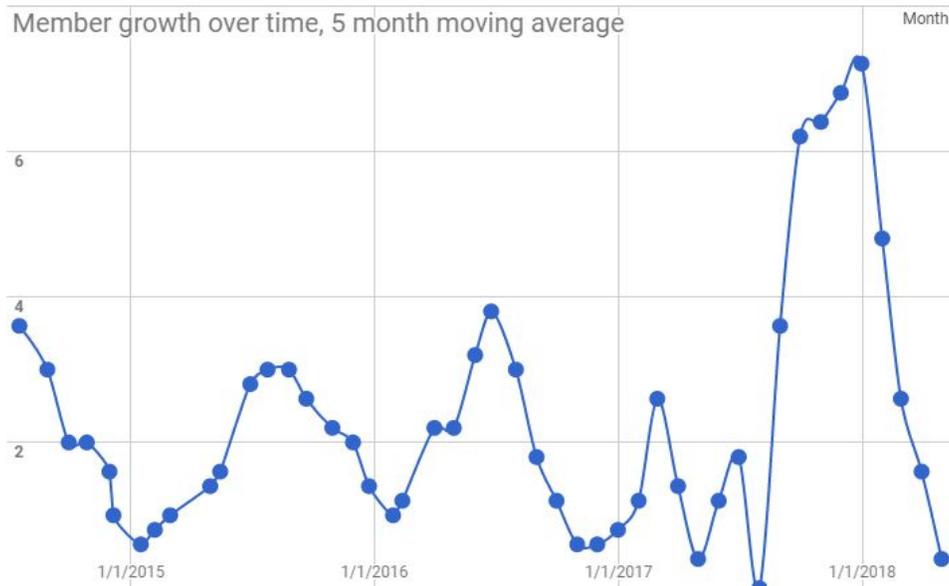


Figure: growth rate over last ~3 years

I originally created this plot last year to identify cyclical trends. Reviewing this: what did we do in August–December 2017? Patterns to investigate: coincidence with fairs; school breaks; job hiring (Epic?); competitor promotion (buzz about Sector prompts people to look into maker spaces generally, and people go with less expensive (and friendlier) option?); luck; member count reaches ‘tipping point’?

Finances are redacted for the wiki. Please contact the board if you have questions about financial and membership details.

Board reviewed Consent Agenda above (‘Treasurer’s Report)

Discussion: None. Board approved.

New Business

Wild Apricot (Sean, 1 minutes)

- FYI: price was lowered by them to \$540/year (from \$972!) – only issue is we need to purge old contacts (Contacts need to be <250, we have 210 contacts, 126 of those are members), which makes preserving the old CRM important (it has been continually updated). We will be charged next month.

Board Elections (Grant, 5 minutes)

- We should send out a call for nomination after the meeting. Grant intends to run for President, so another member should do this in order to avoid a conflict of interest.
 - John will send out announcement and create Google form for voting.
 - Open for nominations Monday, April 23rd, and close May 1.

- Open for voting May 13, open for one week, winners announced. New members would attend June meeting to get the hang of it, and start their official terms July 1.
- **Board approves.**

Oscar Mayer Update (John) - tabled from last few months (15 minutes)

- **Action:** DaneNET would like to know what the rent would be. **(Are they still?)** They are asking for a wall to be built to seal off their space, and their office to be made accessible (AODA), which at the minimum would be a wheelchair ramp into the classroom from the clean room.
 - Are we requiring them to pay membership rates, or just go through membership process?
 - **Option 1:** Our lease is (probably) \$5.50+CAM/sqft/year. The space they would rent is 400 sqft.
 - At \$7/sqft/year to include CAM, that's **\$234/month**
 - **Option 2:** Studio space is \$3/sqft/month, and that space would fit 6 studios.
 - That's **\$900/month + memberships.**
 - **Option 3:** Something in between?
 - How would we divide up internet costs?
 - They're used to, and looking for, office space. Clean, private, secure, quiet(ish). They may want a cleaning service for their space, but said they would be willing to contract it for themselves.
 - **Board suggests \$500/month, plus 3 memberships for their main employees. They would not pay for utilities, internet, or liability insurance. Approved unanimously.**
- **Action:** Reaffirm change to studio sizes from Slack conversation:
 - 6' x 8' single - \$150+membership
 - 12' x 8' double - \$300+membership
 - 2' cube on shelf is free, double-wide is \$10/mo extra
 - **Board approved these.**
 - Proposal: 4' x 4' storage - \$75+membership (floor or shelf?) - tabled until we get in the space and can see it.

Area Captains Meeting (Grant, 10 minutes)

- Grant held an Area Captains meeting on Wednesday, April 11. All captains were in attendance
- Major takeaways:
 - Captains would like to clear out the pallet racks, especially the bike parts and the tools that we either have too many of or no realistic use for
 - Captains would also like us to establish a procedure for notifying tool donors that we want to give them their tools back (especially if we can't remember who they are) so that we have done our due diligence before we sell or scrap the stuff. James has a tool ownership list that he would

like help in populating that would go a long way in helping to accomplish this process.

- Once the list is finished, for anything we can't identify we set up a Google Photos album, and ask via Slack, Members email, Community email list.
- Area Captains decide what to sell/keep, and contact the owners to see if they want it first.
- **Board approves this setup.**
- Captains found the meeting useful and would like to schedule one every 3 months.

Area and general funding (Sean, 15 minutes)

- Redistribution of cash to moving fund and emergency (Tuesday the board voted on Slack to approve that)
- I'd like to double the amount going to moving fund (*redacted*). This way, by the time we move, we will have well over \$20k in moving fund (will this be enough?). We will still usually have much left over - net income is around \$2k.
 - **Board approves raising the monthly savings for moving to *redacted*.**
- Be sure we communicate how money is being spent already (woodshop already gets regular funding, unlike other areas).
- With the balance we can consider funding woodshop a bit more. Based on the popularity and recent expressed concerns, this seems natural. We presently have approved \$100 per month to woodshop (which they exceed and I approve/review - see slack-chat for details). Do we want to (officially) increase this?
 - **Board approves starting a pilot test of an Area budget with the Woodshop.**
 - **Board approves \$225/month.**
- Working/operating funds
 - We have *redacted* available (4/17/18).
 - I would like to always have *redacted* cash on hand
 - This gives us *redacted* to help buy things like dust collectors and trips to pick up machine tools.
 - Some of the ideas about dividing available funds to every area based on votes sounded very fair, but I am strongly opposed to divvying available cash until we know what the final moving budget will be.
 - I propose we offer a 'matching funds': if an area can get enough members to chip in, we can match 100%. (or more or less as available and as desired (within reason and board discretion to prevent eccentric, frivolous spending)). I believe this approach is very fair, and can even spur extra donations - the only possible unfairness is to people with less money available. (DISCUSS? VOTE?)
- (once we get to the new place) If 2 free months are granted to us in the new lease, we should put any extra into the emergency fund until we reach 3 months projected expenses at the new place, UNLESS we feel we should build that up now, or if the final agreement doesn't include free months, in which case we should start increasing funds now. (Tabled)

Machine Shop Move Update (John, 10 min)

- Machines and Bill's household goods moved safely to their destinations. Smaller lathe, vertical mill, and horizontal band saw are at the shop, plus accessories and some metal scraps for practice. Other lathe, drill press, vertical band saw, and other misc are in storage unit.
- Bill will set up the machines when he gets into town. We'll need to have him sign up online, get oriented and a keyfob.
- Truck rental was \$1,014, fuel was ~\$850 (+ \$168 to Sean), and hotel was \$87. Ratchet straps were \$30. Plastic wrap was part of truck rental, and Roger brought metal strapping from work for free.
 - **Total costs: \$2,149**
 - Bill offered to split the truck rental fee with us, which would take \$500 off that total.

Wood Shop Proposal on Dust Collection (Andrea 5min)

- Woodshop folks have estimated \$5,000 for dust collection in the new shop. They are willing to fund raise that amount, so that it can be earmarked in our moving fund to be spent on dust collection.
- **Board approves the following:**
 - The board needs to get a detailed 'parts list' for the dust collection system in the new space before any commitments from the 'general fund' can be made.
 - The board looks forward to funding a dust collection system, as it benefits the entire shop.

Prior/Recurring Business

Brief Reminder (Sean, 1 min FYI)

Please be sure to 'authorize an agent' on behalf of the Bodgery if we want to sign contracts. That's the legal requirement according to our bylaws.

FOLLOW UP after President stepped down. **Board approves designating Sean (as Treasurer) to be our lease signing agent.**

Domains (Sean, <1 min; <5 min to figure out who can do this)

Domains paid for (Thanks John!) Could we get these domains (thebodgery.com and .org, plus Madcitymakers.com/org) transferred to a service linked to the Bodgery, vs his personal host please? (his request.)

→ **Board recommends that domain registrations are moved away from John's webhost. Recommended registrars are Hover and Name.com.**

FOLLOW UP Grant: If John can bring the info for GoDaddy, I will help him do this after the meeting.

Lifetime Membership Request

→ The board had more questions about trading membership costs for the donation than they had time to finalize. **John will talk with the member to get further info.**
FOLLOW UP?

Membership Committee

Roger was approved to organize a Membership Committee, which will:

- Report to the board at monthly board meetings, and make recommendations for policy changes
- Be in charge of guest and new-member onboarding processes/policies
- Arrange with the board to designate people to make new key fobs. Non board members must be approved by the board.

→ **Roger will recruit people to the new Membership Committee, and come back to the board in April with a proposed system and his recommendations for support/supplies.**

Remove Monday from our Open Shop Nights.

Due to dwindling Craft Night host volunteers and attendance, the board voted to:

- Remove burdens from Monday night Open Shop: no new-member orientations, tours limited to hourly versions, hosts brought in on both shop and clean room side.

FOLLOW UP: IS THIS WORKING?

Grant: Yes! The only modification I would make is to offer tours on the half-hour. There was general agreement on that.

Friday Night Open Shop Schedule

- **Board approves the following (and Area Captains agreed):**
 - Tool check-offs happen every Friday at 7pm, and only then officially. Orientations at 8pm on Fridays.
 - Let's create a web page on the details, schedules for tool check-offs and orientations.

Starving Hackers: Myranda made the to-do list with check-off capacity. John hasn't reached out to them. (tabled)

Meeting Adjourned at 8:58 pm