

Board Meeting Agenda (and Notes)

April 20, 2017

Attendance: James, Sean, Tony, John, Timm

Absent Board Members: Grant

Treasurer's Report

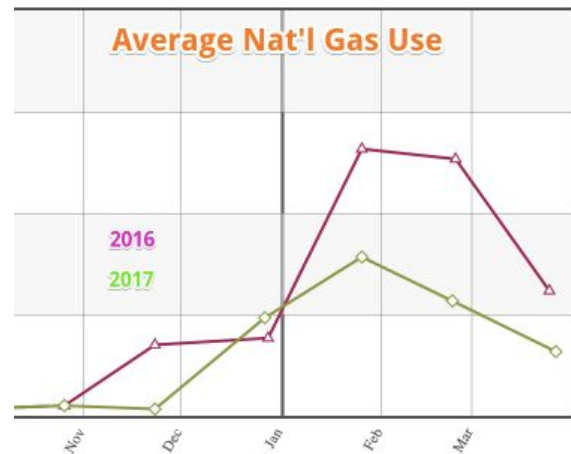
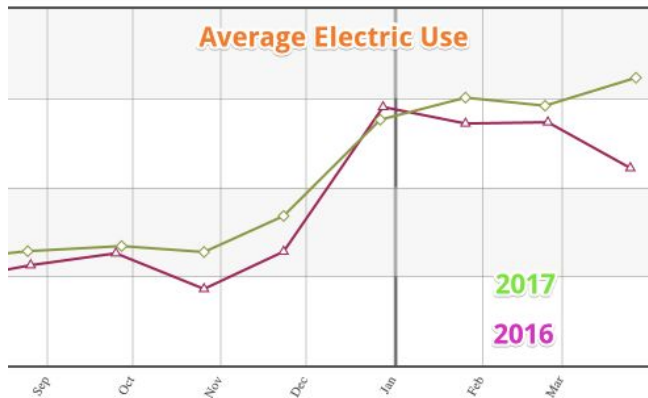
1. Finances and membership (John)

- a. Current members: 65.

---> All members are welcome to details from Treasurer's Report - join us for a monthly board meeting.

2. Utilities Trends

- a. March electric much higher than last year (??)
- b. Winter Natural Gas use much lower overall



Average temps were a bit higher in March 2016 then 2017, so this may be expected somewhat:

<http://www.usclimatedata.com/climate/madison/wisconsin/united-states/uswi0411/2016/3>

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New Business

1. Discussion: Membership software

- a. Wild Apricot, used by Milwaukee MS, costs \$34/mo up to 250 members
- b. Tried free versions of CRM and ERP software. Buggy, lots of extra pieces we didn't need.
- c. Wild Apricot features:
 - i. Member sign-up online: they choose membership level, starting payment, pro-rating by day of month, etc. Can modify later.
 - ii. Auto-send invoices, reminders, etc
 - iii. Member directories (member-only access, can customize for privacy) with photos
 - iv. Web pages created to receive visitors interested in membership (can customize with our content), member-only pages, etc.
 - v. Can sell tickets to events/classes
 - vi. Donation forms
 - vii. Offers API that Milwaukee uses for auto keyfob (de)activation.
 - viii. WA can also serve as OAuth key we could use for access to the wiki or WordPress.
 - ix. Milwaukee taps the API to allocate "Area funding"...cool idea
 - x. *Concerns: Only one "automatic" payment method (e.g., Paypal, Stripe) (John notes that there is movement to get this to change on Wild Apricot's side); website is a bit laggy; interface is a little clunky;*
 - xi. *John and Sean have done some looking into this, are generally positive on it;*
 - xii. *Evan: Would this save board members 2 hours a month, if we assume board members' time is worth at least \$15/hour or so? That might be a partial metric. (Board: Yes, definitely; member signup alone would help a ton.)*
 - xiii. *Motion to go ahead with 1 year of Wild Apricot*
 1. *Motion passes.*

2. PayPal.Me link Set Up

- a. Share paypal.me/thebodgery with anyone, in any setting, and they can use that link to send us money as "Friends and Family" without fees.
 - i. Great for new member signups, if they don't want recurring
 - ii. You can specify amount: paypal.me/thebodgery/50 :)

3. Madison MakerFaire, May 13th

- a. Order banners
 - i. *We need a graphic designer!*

- b. Arcade solution? Or photo booth?
 - i. *Timm paid for a U-Haul out of pocket last year for about \$150*
 - ii. *We could get a trailer for about \$800*
 - 1. *We're also talking about money to move the new laser-cutter. This would mean a trailer would pay for itself within a few years.*
 - 2. *Where could we store a trailer? Parking lot? Where in winter?*
 - 3. *Tony notes that with the weight of stuff we'll want, we'll want a tandem-axle trailer, which will be more expensive.*
 - 4. *James notes that Northern Axis sells 1200-lb trailer capacity kits for \$600. Or a full 1625-lb mesh 5' x 8' for \$600, currently on sale.*
 - a. *Laser cutter crate is 4.8' wide, so 5' would be minimum width.*
 - 5. *Tony votes for mesh-body trailer, we can always wood it.*
 - 6. *Tony votes to research this further; there are many people who build and sell trailers in this area. Borrow trailer for the immediate future, if possible.*
 - iii. *It's a big draw at the faire, but it's a pain to move because it's heavy.*
 - iv. *Photobooth could be cool, maybe post to Instagram or Tumblr?*
 - 1. *What do we do if people pose inappropriately?*
 - v. *Board votes to take the arcade machine*
 - vi. *Tony notes that he may be able to trade storage of trailer for use of the trailer, and then we would have trailer use.*
 - 1. *Tony has gotten approval from friend for this. Board votes to go ahead with this.*
- c. Biz cards printed
 - i. *Staples is reasonable and quick.*
 - ii. *VistaPrint, Moo other possibilities*

4. Member Fun Nights

- a. *In place of "duty" meetings, how about more fun events? Creating more joy for members, hopefully increasing engagement.*
- b. *Movie/Show watching events, grill days, ...*
- c. *Ask membership (and Area Captains) for ideas, and to host them.*
- d. *Primary goal: fun, not work. Let's not make them complicated, so people have to work to produce them.*
- e. *To be continued but this sounds cool. Maybe we should start with grilling!*
- f. *One person shouldn't be stuck hosting this regularly.*
- g. *MyRanda says maybe we should do this on Wednesdays, she's here anyway!*

5. Vehicle Repair inside the shop

- a. *Can we start allowing people to work on vehicles in this area?*

- b. *John suggests requesting a timeline from Grant on rules. If not yet set in [period], we will codify 'basic, must-have' rules and protections, on a temporary basis.*
- c. *James suggests jacks, jackstands, wheel-chucks, as basic tools for the purpose, which should be acquired soon after opening shop to vehicle repair work. Maybe ramps? Maybe they wouldn't be good on concrete.*
- d. *Sean asks if this opens us to further liability? James notes that we are officially a "technical school", so it is already included in our liability.*

6. Neighbor Trash Issue

- a. *Police officer stopped by shop, talked to Dawn Chute*
- b. *Neighbor is getting fined for extra trash in their dumpster*
- c. *Found a piece of paper with Alex K's name on it*
- d. *Is our trash ending up in the neighbor's dumpster? Needs to stop.*
 - i. *Let's spray paint "4444" in large bright numbers on our bins, and use emails/signage to keep members informed of where our trash/recycling are allowed.*
 - 1. *James volunteers to make stencil; John volunteers to apply. Note that one of the rubbish bins was purchased by The Bodgery and belongs to us, not 4444 Robertson Road.*
 - ii. *Per Luke: Vinyl cutter instead of spray paint?*
- e. *Per James, a new member accidentally put the recycling in the wrong bin. This has been discussed with the member and the police, issue is believed resolved.*

7. Vending Restocking

- a. *Is Karen still doing this? Doesn't sound like it.*
 - i. *Make sure to get any leftover cash from her*
- b. *Need someone to take this up. Preferably someone with Costco membership.*
- c. *Sean volunteers to buy vending, email Karen to let her know what's going on.*
- d. *We need to get Karen and Bill off the Bodgery credit cards, as they aren't doing vending stuff right now.*
- e. *Put fridge receipts / reimbursement receipts with name, in envelope in the dues box.*

8. Should we move the routine treasury items to a consent agenda item, to save time?

- a. *(This means 'all in favor of the consent agenda?' and if there are any questions, discuss.*
- b. *Motion passes.*

9. Discussion about use of shop materials

- a. *Board discussed appropriate use of materials. Materials should be used reasonably, and replaced on request or if a significant amount of the supply is used. Materials that are earmarked for a particular project should be labeled, with a parking permit.*

10. Education committee - Caroline's maternity leave

- a. *Motion to ask Tom if he's up for being interim chair and scheduling meetings / running the initiative while Caroline is on maternity leave. Motion passes.*

11. Fire inspection

- a. James saw meeting from fire marshal. Had all the fire extinguishers serviced. The fire inspector said the exit sign must be lit; it actually is but was not obvious.

Old Business

1. Summer Classes / Membership Drive

- a. Update: schedule one class/week, May-Aug

2. Newsletter ads and shop (banner) ads

- a. Media Kit update
https://docs.google.com/document/d/1LSwVe4_wOEoSJG6ItDAAYBZpoZ1Vz_CPuZOvQ1KhPM4/edit?usp=sharing

3. Power

- a. Update on quote/interaction with Electrician
- b. *Discussed via Slack. Might be able to move 3-phase from another entity in the building, swapping boxes with a neighboring 200A/3-phase unit. Going 3-phase would reduce the cost of all other items we need, which may be worth it.*

4. Status update on laser cutter

- a. Machine is on the ocean, heading our way.
- b. Several options on getting it from Rockford to Madison:
 - i. Peter L.'s brother has a trailer close by, needs 24 hours notice
 - ii. Andy has trailer, would need to come with it
 - iii. Marshall's dad has F150 with trailer, would need to reimburse travel from Wausau
 - iv. Last resort: U-haul box truck picked up in Rockford, dropped off in Madison
 - v. *Tony believes he will be able to get his friend's trailer this weekend. YAY.*
- c. For any option, can we reimburse at IRS standard mileage deduction?
 - i. This is standard practice for businesses

- ii. \$0.14 per mile for charity purposes
<https://www.irs.gov/tax-professionals/standard-mileage-rates>
- iii. IL Tolls
- iv. Approx 150 miles round trip from Madison to Rockford
- v. *Motion to reimburse \$0.30/mile, or the total cost of gas if higher, and any tolls, for official Bodgery business as approved by the board.*

5. Status update on vacuum former

- a. Luke & co. are working on materials list...

6. Questions and discussion on space reorganization agenda.

- a. Member photo board
 - i. Timm says that he plans to go ahead with the video display board and revisit the member photo board in a few months once that is established. Both will exist for the foreseeable future.
 - 1. Status? James has a working prototype, ready for a screen.
 - 2. *Further discussion tabled to May.*
 - ii. Evan suggests adding a visual marker (border? icon?) for board members and area captains, so that guests and new members can see who they are. Tony suggests using stickers (e.g., gold star) to designate those individuals.
 - 1. Volunteer for setup?
 - iii. Status update: **Is it a fire code issue to permanently close the door between the clean CNC room and the main shop?** Do we still want to do that?
 - 1. *We don't know yet. Tabled to April.*

7. Fire Inspection visit

- a. Passed the inspection, but warned to make the front door exit light lit up. (We checked it now, and it is actually lit up, albeit not super bright.)
- b. Also, our fire extinguishers need to be recharged them, by James.

8. Education Committee update

- a. Any marketing or make-and-take proposals?
 - i. Tabled until we get a new Chair.

9. Suggested group project: Preparing Bodgery flyers for distribution. We could probably get this done quickly with some expertise, and then go paper the town. (Or, you know, relevant bulletin boards.)

- a. They're running free designing again, we should apply.

- b. (Business cards were printed by Karen at the Game Crafters. Agreed that we should look into options.)
- c. James notes that we can make elaborate laser-cut stuff too, when it really counts.
 - i. *Tabled to next month*

10. Motion Heatmap (Sean)

- a. Update?
- b. *Tabled to May*

11. Standing Item: Summer Move

- a. Revenue targets: 82 members for 7,000 ft², or add 15 'micro-workshops' for 10,000 ft². See [budget estimates](#).
- b. Other options?
 - i. Talk to Madison mayor's office
 - ii. Grant volunteers to talk to our local alder, county representatives

12. Swag

- a. Vinyl bumper stickers (hand out to new members), T-shirts
- b. Design contest?

12. Stripe update

- c. Code needs to be added to our website to start accepting payments.

14. Outreach for Diverse Membership

- a. Motion to make 12"x18" membership rate sheet, laminated tour agenda sheets, to better advertise partner rate.
 - i. Board is agreed that this applies only to a \$50/month membership + partner membership. For instance, if two married senior citizens are members, they could choose 2 senior memberships (\$25 x 2), or the standard partner membership (\$50 + \$30).
 - ii. Board is agreed that partner memberships should be paid in a single payment, from one account.
 - iii. Tony offers to laminate agenda sheets as needed.
 - iv. *We have a laminator!*

15. Dust Collection in Woodshop

- i. Given [the report](#) on the dangers from fine dust, we should examine our dust-collection mechanisms for safety concerns.
- ii. Recommendations: In the new shop,

1. close off woodshop (even from metal shop for fire danger),
 2. vent the dust-collection system to the outside,
 3. utilize fine dust filters, and
 4. run an air-cleaning system during woodshop use (in addition to dust collection).
- iii. Note: high-quality dust-collection systems are expensive. [Here's one](#) that's highly regarded for air quality/safety.
- iv. Roger put up a box-fan + furnace filter bodge which will hopefully help somewhat.

6. Industrial sewing machine

- a. Dawn getting final quotes, should have them next week
- b. *Should have a quote by next week*