

# Board Meeting Agenda

June 16, 2022

Meeting called to order at:	7:05 pm
Board members present:	Mary B, James P, Mark P, Barret E, John E, Eli W.
Others present:	Robert Sp, Sylvia L, Dwight J, Ginny O, Adam J., Brian B., Jared, Connie Y., Linda K., Puja B., Kevin S., Cassie B the , Jared

## Treasurer's Report

### Treasurer Notes

- Individual contributions much larger than normal:
  - \$500 general donation
  - LOTS of donations in memory of Ken Bice (\$1,085 so far). John would like to help in planning/making a memorial something (room name? Item?)

### Discussion Notes:

- The area fund totals will be posted in the #area\_captains Slack channel
- Ken's memorial service will be hosted next Thursday (06/23), and John will post the details in Slack.

### Member Levels

- Current membership is: **442**
  - May:435 Apr:435, Mar:410, Feb:402, Jan:406, Dec:410
- Membership and Add-On subscriptions changes over the last 30 days: 40 new, 22 canceled, +18 net

### Discussion Notes:

- We see a sustained slow increase in membership
- Membership increased +7 but we see an overall increase of 18 subscriptions (this could include storage space and studios)

### Studio Report

- All available studios are leased.
- 11 people on the waitlist; 4 studios should become available over the next month.

### Notes:

- We'll lose one studio renter (in the classroom) is canceling, but another is already lined up to move in .

- The large corner (Annex) studio is being split into two studios as the original renter downsizes.
- We have approximately 36 studios total

## Member Input and Discussion (15 minutes)

- Linda K: Questions about the **ceramics area**. Ceramics will be dusty, will there be a barrier to protect member storage?
  - Johnny is the ceramics area captain (not present at this meeting today)
  - He planned for epoxy coating on the floor for easy mopping, which will help minimize dust with volunteer efforts.
  - Dust mitigation is difficult for most areas, HEPA filter is common for dust
  - We could look into localized filters (like air cleaner machine) for tools
  - Wet ceramics will not produce dust, it depends on the intended usage of the space
  - We can see what happens for now
  - Barrett says that other ceramics studios have specific rules/best practices (such as no sweeping, and using a sponge to clean surfaces). He recommends asking Johnny about what best practices he is intending to implement to mitigate dust.

## Priority Business

**Board turnover** is coming soon. Please send in your application soon!

So far we only have three applications, and a Board is typically seven members.

## Discuss Building a Darkroom for Screen Printing

Ginny (new member) and Robert (screen printing area captain)...

- Need a dark cabinet to store photosensitive coated screens
- Need a short-term darkroom workspace to apply emulsion and photo expose.
- Options previously discussed:
  - Using the office
  - Permanent (sprinkler \$\$\$)
  - Temporary ceiling

Discussion Notes:

- Ginny approached Robert with a proposal for the screen printing area
- The plan is to start with constructing a dark room, then construct a lightbox
- The fire code requires the sprinkler system to have access to surfaces underneath (requiring some form of removable ceiling)
- Robert asks if cardboard will be an appropriate material for the walls

- The dark room would be made as a box using the aluminum extrusion donated, sides would be made of cardboard, and the ceiling would be made with a removable ceiling
  - James says Fabric complies with ignition and flammability standards BS5852:Part1:1979 and BS7838:1996 (R2015).
  - Cassie says there is a light box in the craft area that might work
  - Corinne offers a donation of roughly five yards of blackout fabric to the screenprinting area
- James suggests a popup darkroom. The estimated cost would be \$400-\$600. He added a link to the chat:
  - <https://www.ilfordphoto.com/pop-up-darkroom/>
  - We could leave this up because it's only 1 square meter
  - James notes that he is not specifically recommending this darkroom, but it is a concept and an example of one that can be easily purchased and set up
- John says we can use blackout curtains in the office, with a sign on the door that says "Do not open for [X] hours" because the office already has fire suppression built in.
  - However, having the darkroom in the screenprinting area would require less coordination
- John also mentioned that if we want a DIY option we have a spray booth that could be used.
- Whatever screenprinting decides to do, we should coordinate with the fire marshall
- Mark recommends the following next steps:
  - Ginny and Robert to coordinate with the fire marshall
  - Create a budget proposal
  - Present proposal to the Board
- Currently the screenprinting area has ~\$30 budget
  - The Board may approve an expense for the area OR if the total expense is not approved then
  - In the past, the area can ask for crowdfunding from the membership with a match from the Board
- Puja says Screenprinting should have funds for a light box from a past request/proposal from Robert
- The lightbox and the darkroom need to go together
  - James suggests creating a comprehensive proposal including everything the area needs (darkroom, lightbox, fans, etc.)
- Anything without a ceiling will not need to go through the fire marshall (for example, did not need fire marshall approval to build walls for member studios)
- Concerns about how long it would take to move this forward (crowdfunding may take some time)
- Mary suggests presenting two proposals (either through slack, email, or the next board meeting):
  - DIY
  - Purchasing
- John says teaching classes would increase membership involvement, bring in new members, build community, and increase funding
- Would the best route for success be to buy cheaper tools ("good enough" solutions, such as LED) and then get better tools once there is membership involvement?
  - James says probably not, since "good enough" solutions just become permanent solutions
  - Create a comprehensive proposal of the ideal lighting, darkroom, and ventilation setup
  - He also recommends not waiting until the next board meeting for the proposal, just send it via email to the [board@thebodgery.org](mailto:board@thebodgery.org)

- Alternatively, if you want membership to be able to view the proposal, send it via Slack
- For classes, talk to Puja (class coordinator) for advice on what works for class structure and frequency.
  - There is always demand for more classes
  - There can be tiered classes (beginner, advanced)
  - Barrett highly recommends classes
  - John recommends having a premade screen (unofficial Bodgery swag) to capture people who want Bodgery swag and people who want to learn more about screenprinting

## Willy St Fair (September 17-18)

- **TODO:** Find deadline and application from Wilmar, **deadline July 31st**
  - The deadline is earlier than expected, we need to apply and give Wilmar a cheque for \$150
  - James says this is something we have done in the past for outreach
  - Mary says this sounds like a great opportunity, is there anyone who would like to take the lead on this one?
  - Sylvia says the application should be online - <https://willystreetfair.org/> Thanks, Sylvia! **John** will work on submitting the application.
    - Application is \$100 for nonprofits
  - Cassie says she has that weekend off, so she can help work the booth for part of it

## Flooding

- Damage?
- LL response
- Mary is going to reach out to the thingstodo group to see what can be done to mitigate and assess the damage

## Other Business

### Annex Buildout Status

- Update on library/cataloging?
  - Sylvia has 390 items in the catalog (~2/3rds of what we own, the remainder is magazines)
  - TinyCat, the cataloging software service, has been paid up for a year's use.
  - There was a shelving mishap and Sylvia bought new pegs to fix the issue
  - Sylvia proposes creating a committee to help sort through the donated books, so that she isn't the only one making the decision to dispose of certain books (duplicates, or books that don't serve the mission of the Bodgery)
  - Brian Bock says he is interested in libraries and would be happy to help out

- Update on spray booth?
  - We now have two fume hoods (one is along the wall of the annex, one for the woodshop)

## Blacksmith Area

Update? None at this time.  
Barrett will reach out the area captain

## Security cameras and DVR

James says that supply chains are opening up, which will make it easier to source materials

## Parking Lot *(held for later meetings)*

## Board Slack Votes

- May 27, 2022: **Assign space for a studio for Nick near the back garage door and bike area?**
  - Denied
  - This high traffic area is better utilized for shared membership use

**Meeting adjourned at: 7:56 PM**

**Next meeting 7/21**