

Board Meeting Agenda (and Notes)

December 19, 2019

Meeting called to order at:	1900
Board members present:	John, Sean, Timm, Sylvia, Cassie, Sarah, Ken
Others present:	Roger S, Mark P, Gary, Aaron R, Doug R, Karen C

Treasurer's Report

Member level composition

Current paying members: 268, includes: 157 Regular; 1 scholarship; 15 six-month; 8 twelve-month; 23 Student; 43 Seniors; 7 Starving Hackers; 13 family/spouse; 1 Premium. Not counting: 15 pending; 3 unpaid keyfob; 6 waiting on payments. (as of 12/19/19). There was a net increase of 17 members since the last report.

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

Treasurer's Report: Board approves after discussion on various items.

Member Input and Discussion (10 minutes)

Gary - Madison WoodTurners have a lathe for sale that they are taking bids on, starting at \$750. Closing on Dec 29th. Gary wants to know who to go to about upgrading tools - Start with Area Captain.

Mark - Bike tools - Park Tool makes Bike Tools and they have a community bike tool grant - worth us applying for this. Due by Dec 31th. Online form and information provided to board.

Roger - Is the plumber coming back - Yes - there is a plan to break up concrete and put in a drain for the mop sink.

Sylvia - Middle of Jan, she will solicit a list of snacks for vending machine.

Old business

Build-out Update

1. Final permit is waiting on a building inspection of the finalized kitchen, after the sink is installed.
2. Plumbing: kitchen, shop, and screen-printing sinks installed by Chris Elke, a licensed plumber. He should be installing a water softener and a true mop sink on Friday, Dec 20th.
3. "Welcome" area

- a. Kiosk and laptop are both glitchy, but mostly working.
- 4. Security cameras installation
 - a. A few up, need more mounted.
 - b. Add this to shop improvement day
- 5. Front doorbot and mail delivery
 - a. Doorbot is ready to deploy
 - b. We have a coded key-box, needs to be mounted outside for FedEx/UPS, and we need to buy an official USPS key box, and mount it outside. Needs a front doorbot to make this all work.
 - i. Send Sean links for ordering (pending UPS, USPS key install)
 - c. Roger wants an intercom or doorbell for non-members who attend classes.
- 6. Striping the fire lanes
 - a. We have striping machine and paint, we just need to set a time to do that.
 - b. Shop improvement day project (Last thing done that day)
- 7. Classroom
 - a. Most computer equipment purchased
 - i. Need a few full-size brackets for GPUs
 - b. Network cable laid, needs to be wired on server rack side
 - c. Next steps:
 - i. Position systems on tables
 - ii. Install GPUs and SSDs
 - iii. Install Windows

Garage Sale follow-up

- The garage sale made \$271. Thanks to all who helped.
- What to do with leftovers?
 - Offer for free to members? Then donate to ReStore? Then dump?
 - Timm suggest putting computers and monitors on Craig's List - List individually.
 - Same with older projectors.

Plans for north wall of big shop

- Pallet racks along the wall
 - Offer storage to people in return for us using their item as a promotional item.
 - Roger has 8 foot beams/industrial warehouse racking - horizontal only

- Member storage shelving, coming out (4') perpendicular to the wall?
 - Standard size shelving from Menards - rec to purchase 5 of these
 - Passed
 - Ken will go pick these up
- A member has offered to donate tools for a bike repair station
 - Good idea
 - On electrical room side
 - Peg board with bike stand that could be folded up against the wall
- Blacksmithing?
- Doug suggest building taller shelves along North wall, that will accommodate all member storage, use rolling stairs and get rid of the member storage where it currently is.
 - Use upper shelves for larger items.
 - Build a mezzanine for accessing upper storage
 - Decking would have to be permeable
 - Cannot go over 12 feet
- Timm suggest shrinking member storage spaces down to 1.5 ft by 2ft.
- We still need vertical storage
- Sean moves to create a subcommittee to address storage
 - Assessment of needs and space availability
 - Will make recs to Board for purchases
 - Consider general storage needs all over, not only member storage
 - Slack channel for members to discuss the needs
 - See above note about Roger's work donation
- Project storage
 - We keep telling people to put their projects into their storage area or into project parking lots
 - Maintain consistency on this
- Outside - could we get landlord okay on a shipping container for storage?
 - We are not permitted for any activity - which this would not be

Shop Improvements Needed

- Pallet racking purchased/installed in auto area, yes?
- Project Parking stuff moved to that area (new bulletin board hung there, currently sitting ready to be installed)
- Kan ban section added to bulletin board by bathrooms.
- A rolling cart and file cabinets now in big shop, ready for tools
- Fire extinguishers - Add another sign to the corner where the one near the front door is.
- Help build up Screenprinting
 - Wall - built out of 2 x 4s. Something sturdy against PP Lot, to prevent toppling when people lean objects against it. 6 ft tall
 - Doug will make a drawing and take a look at it
 - Early Jan first week or two likely.

- Color coding or branding tools for specific areas so people can return tools to the area if they find it out and about.
 - Paint free use tools a specific color and ask people to avoid using tools that are not that color.

Rabin TI allowance notes

- As of 12/6/19: \$1,038 left to spend.
 - Can we put this towards plumbing?
 - Sean will bring this up with Rabin
- Make sure \$1,770 is reimbursed from Rabin

Woodshop disposal of oily/flammable rags

- Ideally, let woodshop decide, however they seem to be stalled.
- How can we help?
- Need to penalize people on this, but we have to have the cameras mounted to observe who is doing this. Bucket is outside the woodshop, this is where we need a camera.
 - Put up a large sign explaining policy on the woodshop door and on the bucket
 - You must take rags home and it is a bannable offense if you do not
 - Put up a baggie system
- Create a woodshop orientation that is set at specific times and dates.
 - This has been suggested to the woodshop several times and not adopted
 - Member suggestion is to make this a Board decision and tell them they will do this
 - Include a strict set of rules for the woodshop that are enforced
 - Member suggestions to charge \$10 for orientation and trainer receives this.
- We do need a finishing area
 - 10-20K estimate for a functioning spray booth that would double as a spray booth
 - OR create a separate finishing room
 - Which would create a specific sign off on
 - Would still need many of the same safety requirements as the spray booth, which would still cost \$\$
- Give Woodshop time to meet and come up with a plan
 - Here is ours if you cannot or do not
 - Do not leave any oily rags in the shop, take them home
 - First offense - warning
 - Second - ban from the shop
 - Cameras
 - Signage
 - Baggies - gallon ziplocks
 - Banning
 - Give them a deadline of the next Board meeting on Jan 16th

Fundraising and Outreach Proposal

1. Update? (None)

Board votes that happened on Slack

- 1.

Mural

- Are we ready to ask for bids? (electrical and plumbing expenses now set)
 - We don't have to accept them, but would be helpful to get an idea of costs

New business

Expansion

- Board viewed Suite D with Rabin.
 - Rabin claims water problems have been fixed
 - Willing to rent it to us for \$5.50/sqft/yr. They want to know our intentions before getting architects involved, to assess demising wall needed.
 - We'd have to install electric, but could minimize needs there if we use it for member storage, woodworking project and materials storage, assembly tables, etc. 10 studios would help with costs.
- Suite B is having some trouble finalizing the lease. Possibility? (8000 sqft)
 - Brings up different uses? (More finished space, on other end from Woodworking)
- Suite A (north side of Midwest Clay)
 - 10,000 sq ft
 - Move woodshop there, plus studios

Training/Volunteers

- Start encouraging people to charge for training/check offs
 - Hopefully increase people holding these
- Bodger Dollars
 - Set a list of activities that people can earn these for
 - Once they earn enough of these, they get incentive
 - We need to create the list first and make people aware of what is available/needed
 - Will also need to consider they may need training for these activities
 - Put this out to the membership
 - We make this list
 - For the shop as a whole
 - For specific area captains

Accountant for Tax Returns

- Approved budget for up to \$625
- 12/10/19 update: Nick is available and work will begin in January(ish), can keep it to 3 hours @\$150

Whiteboard Video

- JE hopes to write a script for the intro/explainer for the home page. Advice is welcome.
- Ken experimenting with Squigl piece - DIY whiteboard videos translated from powerpoint

Budget Planning

- Propose putting extra funds into three areas:
 - Bodgery 4.0 (whatever we plan to do in 6.5 years when our current lease is up)
 - \$50k just to move in 2019!
 - Area capital expenditures (rotate through an approved list of areas each month)
 - Shop capital expenditures (improvements to the Bodgery as a whole, or setting up new areas)
 - spray booth and auto-shop? This seems like a good time for another Bodgery-wide vote
- [Sean] It might also make sense to prioritize these larger expenses (\$20k for each?) *before* budgeting next moving fund so that we can enjoy them for a longer duration during our stay here (and presumably they would attract more members, etc), and once completed put all surplus into saving for Bodgery 4.0.
 - Calculations: \$1500/month, 2% rate of return, for 6 years gives about \$115k. Enough for 20% down on a \$500k building, or 10% down on \$1M. A 20-year loan for either of those options is cheaper than current rent, though this doesn't include moving costs. But that means starting now.
- Table again - move to top of list for Jan

Method for Board to Track Tasks

- The board is losing track of items that are identified and need follow-through.
 - Use Trello board for admin tasks?
 - Now that we're used to a kanban board, it might work better for us
 - [Sean] Note 2 things:
 - the meeting notes should be the source of truth
 - I think the thing that caused previous attempts to fail (Karen pushed a phone app, e.g.) is 'buy-in'. Solution needs to be easy and common for all participants (obviously). Suggestion: Google calendar
 - Need to assign one person to manage when people are not fulfilling tasks
 - John will do this
 - John is going to explore task management options
 - Slack has a solutions section and one is dedicated to task management
 - Waiting on John to do this.

Replace light fixtures?

looking at the efficiency gains of switching to LED fixtures

on the shop side, we have 19 fixtures with 6 T8 florescents each, for 114 bulbs total. Each of those are 32W. They can be replaced by 18W LEDs.

at a savings of 14W per bulb, we'd save 1,596Wh every hour they're on. Let's say they're on for an average of 3 hours a day, which makes 144KWh over a 30 day month.

from the MG&E bill we just got, we're charged about \$0.12/KWh, which means we'd save \$17/month.

we would need 5 packs of the bulbs below to replace everything in the shop side, at a cost of \$1200. It would take 70 months to make that money back.

https://www.amazon.com/Hyperikon-Bulbs-Light-Ballast-Bypass/dp/B015QJLD5U/ref=sr_1_1_sspa?keywords=t8%2Bled&qid=1575679080&sr=8-1-spons&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEwODg1NDkxMU9LUUdLVFNMUzdFWSZlbnNyeXB0ZWRBZEIkPUEwNjYyMzQ1NjFWTVgzSVNXNDI4JndpZGdldE5hbWU9c3BfYXRmJmFjdGlvbj1jbGlja1JIZGlyZWNOJmRvTm90TG9nQ2xpY2s9dHJ1ZQ&th=1

6:45 PM

possibly, we can find greater savings in bulk

6:47 PM

there's also some effort involved in wiring them up (remove ballast, and connect up only one of the two ends), and we'd probably want a scissor lift

Tabled for Jan

Ken - Announcement - Maggie M from Chroma Press took a job as admin at the UW Makerspace

Meeting adjourned at 2119