

Board Meeting Agenda (and Notes)

April 15, 2021

Meeting called to order at:	7:06 pm CDT
Board members present:	Sarah, Mark, Sylvia, James, Timm, Bill, Jay, Puja, Jared
Others present:	Peter, Dwight, Robert, John, Corinne, Tom, Ken, Martha, Thomas, Randy, Ron, Lori

Treasurer's Report

Member level composition as of April 11, 2021

In Wild Apricot: active members:217, includes: 1 Patron, 104 Regular, 14 Six-month, 12 Twelve-month, and 1 Six-month student. It also includes these discounted rates: 24 Students, 29 Seniors, 4 Starving Hackers, and 15 Family/spouse. It does not include 3 unpaid.

In Memberpress: active members: 142, includes: 78 Regular, 10 Six-month, 1 Twelve-month, 13 Students, 34 Seniors, 3 Starving Hackers, and 1 Family member.

The total number of active members is 359. In Wild Apricot, there are 20 pending members, plus 167 overdue or lapsed members. The numbers for overdue renewals and lapsed members include members who have paid but whose due dates are not being updated.

In Memberpress, there are 4 inactive members, 4 members listed as having a status of "None".

---> 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.

Financial Snapshot as of March 31, 2021

Treasurer Note

- I am no longer updating the renewal dates in Wild Apricot and hope that the members will move over to Memberpress soon.

Studio Update

Notes:

- 16.4 Studios rented in April for \$2050,
- 3 available studios: one in classroom, two in big shop.

-- Wait list: 7 people

3 woodshop

1 jewelry

3 clean /electronics

-- Board tentatively decided to wait for annex/layout decisions before releasing vacated studios.

Member Input and Discussion (15 minutes)

- Jared: Firefighters?
 - We were contacted by the firefighters that serve us and they want to familiarize themselves with the building and want to do a walkthrough
 - Going through our first aid, can we get a couple of people who can spare a couple of hours to go through and make sure that there are some extension cords pulled away and cleaned up. Get a few people together to make the housekeeping is done before we invite people
 - We have one trauma kit and two bandaid kits over by the woodshop, but should we have a wall mounted first aid kit? Bob brings up the point that we have two mounted
 - Eye wash station is half full - that should probably be replaced
 - Cassie, Doc Murray, they helped set up the first aid kit - Jared will ping them
 - Bill: OSHA says that they should be accessible and not have to change departments or walk through doorways
- Looks like we're getting busier - people come in around weekish (Sarah's just wondering how busy stuff is)

Priority Business

COVID

- New cases are rising.
- New members are capped at 9 per week
- Classes are still members-only or virtual
- Still no public nights
- Cases are rising - we're still being cautious Th

Annex Expansion

- This will be a lease amendment, adding 7,840 sq ft to our existing 13,590 sq ft lease
- Time estimate after LOI agreement: Paperwork - 1-2 months, Findorff - 2-3 months
- LOI is agreed to by both parties, waiting for updated lease
- If James hasn't heard back from them by tomorrow, he's going to gently nudge them
- Do we have pictures of the space to add to the slack channel?
 - James has video
 - Does anyone have pictures?
 - We have a floorplan as well

Facility Planning

- Bill has completed some preliminary analyses
 - Where the woodshop expands is the first decision because that decision drives other decisions

- Footprint of the woodshop and where does it live
- Board members reviewed preliminary options on 2/16
- Area captains reviewed preliminary options on 2/23
- Members reviewed updated preliminary options starting 4/12
- Jared - how do we get this decided? Give people a few more days to see the post and announcements and see the webpage and feedback form and then have an actual dedicated zoom meeting - tone doesn't come through well in slack, so Zoom is the meeting place dedicated to working it out.
- Corinne: wondered about needing to move her studio - it's going to be a single door and Corinne will not need to move
- We're going to need to have multiple zoom meetings on this and the first one would be to decide the footprint (not the actual layout, but the footprint) of the woodshop as that is how it's going to affect other areas

Membership Management System: Wild Apricot → MemberPress

- Migration started 2/16/21. About one-third of monthly members have migrated.
- Events management has been worked on.
 - We no longer have a waiting list, looking into other options
- Actions?
 -

Communication

- **Email blast in next week or so to include:**
 - Membership Management System
 - Annex update
 - Status of metal bender and 2nd table saw
 - We should probably poke the saw people
 - Metal bender is in
 - Other news from this Board meeting
 - Ben Coleman is the new leather area captain, Robert Spitz is our new screen printing captain
 - Any members interested in captaining Mold Making and Vacuum forming - JOIN US
 - Contact Jay if interested in studio or mobile storage cart parking spot rental.

Other Business

- Machine Shop gantry suggestion
 - Steve and Jared are in the group, Bill is in the loop, rental is reserved. We're in good shape
- Back door security
 - New tenant has asked for the gate to be left open from 7am - 5:30 pm CDT for an undetermined amount of time. Probably Bcycle, but the guard wouldn't say

IT Meeting and Requests

- Team met on April 8
- Doorbot
 - New design with PoE
 - Cheaper

- Smaller
 - Battery backup at network rack
 - Peter can get switches from work to handle PoE
 - Only 10/100 Mbps, so only suitable for doorbot and cameras
 - Will also run expanded security cameras for annex
- Domain controller
 - Will allow file and printer sharing better
 - Peter to setup Windows machine
- Network port in classroom is dead, will fix
- Annex wifi
 - 2-3 APs preferred (\$100 each)
 - Lots of cable needed (\$160 for 1000 feet of plenum cat6)
 - To keep number of runs down, will run a trunk switch in the annex
 - Need wall mounted cabinet for switch (about \$100)
 - Smaller UPS for that switch
 - Costs TBD
- Upgrading servers
 - Current servers draw around 200W idle, and are about 15 years old
 - About \$1 per watt per year in electrical costs
 - Have 2 of them to run doorbot, file sharing, guest waiver, etc.
 - Replace with Dell PowerEdge R320 (about 100W each) (\$100-200 each)
 - “Only” 5-10 years old
 - UPS backup will last longer
 - Office won’t be as hot in the summer
 - Need RAM--Peter can get from work
 - Also need hard drives, but can run cheaper SATA drives rather than SAS
 - Add RAID controller (\$20-30)
 - Rack rails (\$50/each)

MINUTES:

Meeting adjourned at: 8:34 pm CST

Zoom Chat Transcript:

From Jared Walther to Everyone: 07:21 PM

Please leave the Niagra (Menards brand) bottled water in the kitchen.

I bring that in

From Puja B to Everyone: 07:23 PM

Yup, those are still in the kitchen. If you could label the pack, I would appreciate it. And others would know if they belong to someone.

Yup, john’s right

From Jared Walther to Everyone: 07:23 PM

I don't care that some get sold and the Bodgery makes 50 cents off em. I just don't want them to all be stored away

From Puja B to Everyone: 07:25 PM

Not sure if they get sold at all. They won't get stored in the office? Are they free for anyone? Then label them that way. Please.

That was a statement. They won't be stored in the office.

From Jared Walther to Everyone: 07:26 PM

I'll explain later.

From Puja B to Everyone: 07:26 PM

ok

From Corinne to Everyone: 07:40 PM

I can't wait for the day that covid doesn't have to be the priority item

From Puja B to Everyone: 07:41 PM

haha

Amen!

From Corinne to Everyone: 07:58 PM

is the plan still to move me and my studio into the annex to make room for the double doors connecting it with the main room?

okay! we discussed it when the annex question first came up. I'm flexible either way and would be happy to move into say the less dusty space. ty!

From Puja B to Everyone: 08:01 PM

:) thank you.

From Thomas Sundling to Everyone: 08:01 PM

I'm good as long as my studio is next to CNC :-)

From Puja B to Everyone: 08:02 PM

Noted!!

From Jared Walther to Everyone: 08:31 PM

That light out back draws a lot of power too

humming all day

From Puja B to Everyone: 08:32 PM

Was it on this morning?

From Jared Walther to Everyone: 08:32 PM

yea

From Puja B to Everyone: 08:32 PM

I guess Mark's theory is correct