

Board Meeting Agenda (and Notes)

November 18, 2021

Meeting called to order at:	1902
Board members present:	Jack R, Cassie B, John E, Mark P, Barret E,
Others present:	Randy N, Dwight J, Ryan Bollig, Bob M, Johnny Y, Jay L, Brian Br, Jen Doser, Kevin Stone, Corinne Y, Steve Hottinger,

Treasurer's Report

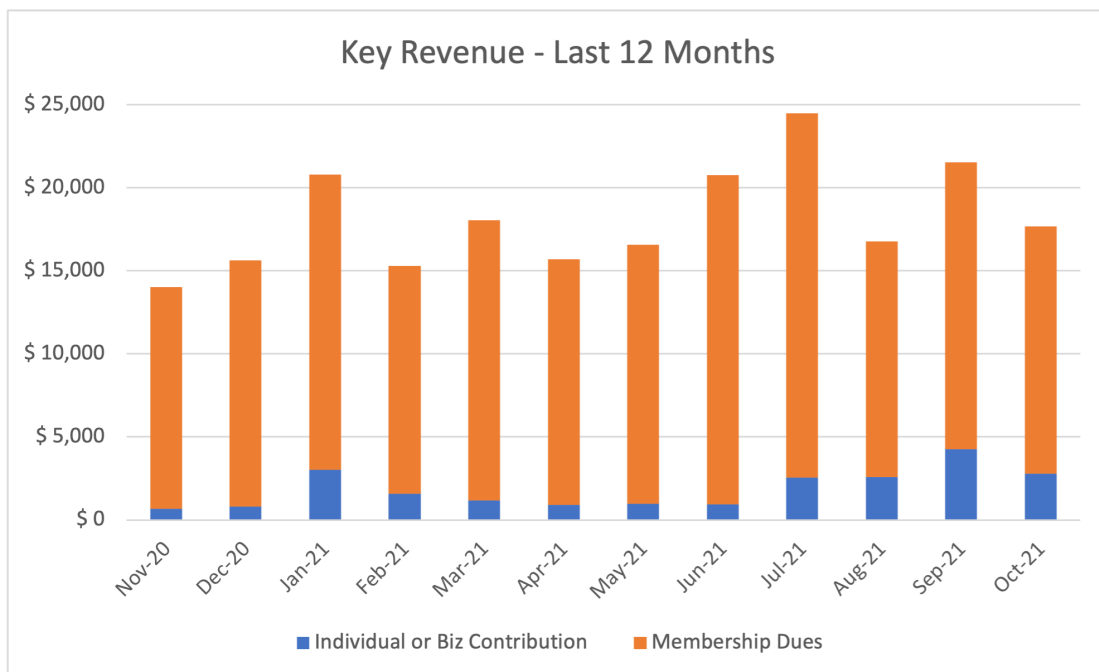
---> All members are welcome to full details from the Treasurer's Report - join us for a monthly board meeting!

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

Member Levels

404 Total (+22 over last month)

338 (net +28) in MemberPress, 66 (-6) in Wild Apricot/PP



Membership dues in 2021 accounted for 86.7% of our revenue

Individual contributions (studio/storage rentals, tool fees, teaching fees): 11.33%

Est. Monthly Expenses w/ Suite B ~\$20k

Treasurer Notes:

- Annex expenses so far (first scan, might have missed a few)

Home Depot: \$5,689.90

Kore Concrete: \$2,415.40

City Permit fee: \$440

Permit printing: \$195.50

Total spent to date: \$8,740.80

-- Estimated electrical work: \$24,036

- Three financial items on agenda below.

Studio Update

- As of 10/31, 15.98 studios were leased for \$1,997.80/mo
- 3-4 people from the waitlist for studios are still interested
- 4 additional members will be renting spaces for 2'x4' storage carts
- 23 studios expected end-of-year, of a possible 38 studios for rent
- Should we start advertising these spaces as available to the public?
 - Jay requested we wait till studios are in place in the annex due to questions that we are still trying to resolve.

	Leased as of 10/31/2021	Expected as of 12/31/2021	Total Possible as of 12/31/21
Clean Room	3	3	3
Class Room	5.6	5.6	5.6
Wood Shop	1	0	0
Big Shop*	6.4	8.4	8.4
Annex	-	5.5	17
Annex Areas	-	1	4
Total Studios	16	23	38
Revenue	\$1,998	\$2,935	\$4,748

Member Input and Discussion (15 minutes)

- Kevin Stone - Options for a Tormach enclosure
 - For safety, keeping the machine clean from airborne particles, and keeping metal particles from leaving the machine, it's important to add a better enclosure. (Currently a shower curtain and frame) There are various options for how to improve the enclosure for the CNC mill.
 - James: There was previous board approval for enclosure \$600 towards purchase of the official enclosure
 - Two options
 - DIY enclosure with 80/20 and polycarbonate - \$500 with shipping included - Kevin [spec'd it out here](#) and created [a Fusion360 view here](#).
 - Official Tormach enclosure is about \$1710 + \$175 shipping
 - John suggests that we could wait to see if reply comes back from Tormach with a deal for the official enclosure
 - James asks if the previously offered \$600 for the purchase of the enclosure, would that still apply to the DIY option?
 - James heard of an issue with the glass doors of the official option, therefore the DIY may have some benefit.
 - Barret - If we go with the official one, there would still be about \$500-600 fundraising to collect post Board approved funds and the anonymous donor.
 - Kevin - The contribution from the board is the same for both versions. The question is if the donor would retain their contribution if the DIY route was chosen.
 - James - provide a posting to #tormach to explain choices and a poll needs to be performed to determine user input. Kevin will do this and James will determine if the donor is still willing to contribute.
 - John - Would the \$600 pledge by previous board still go to the homebuilt enclosure if the #tormach channel decides to go that route?
 - **Motion that this money** can also be spent on the homebuilt version if that option is chosen by the channel - Passes with no dissenting votes
- Johnny - Recently became the AC for ceramics and wants to talk about what it takes to get a budget started?
 - James - Do you have an idea of monthly cost?
 - Johnny - Build out cost determined as well as ongoing budget.
 - Proposal:
https://docs.google.com/spreadsheets/d/1gZl4ouwOrmmqdB3r_R2k6vGCa2231w8-Di7G76RbC7w/edit#gid=1332520733
 - John suggest \$60/month for Ceramics - Johnny says this could be a bit on the high side given that this area is just coming up.
 - James suggests a smaller budget to start with and evaluate as the area starts to get used.
 - Johnny - Estimation of frequency may be a bit high
 - Jay - Will there be user fees - Yes - members will need to purchase clay, which would be at a premium which would include the cost of studio.
 - John - What is the bare bones budget we can start with knowing Johnny can come back and ask for more.

- Barret - in interest of time, could this be handled better in Slack? Also, why are the other areas so low in terms of budget. Suggest starting ceramics off the requested budget and if down the road he is sitting on a pile of cash, then re-evaluate and reclaim it.
 - John - While \$60 isn't much a month, it can add up if additional areas decide to up their budget. Concern of reclaiming excess budget.
 - Barret - Motions to approve \$60/month for 6 months and revisit it before May, prior to the new board coming up and see how this is going. Gives Johnny room to breathe and bring up the area. James seconds. Barret withdraws the motion for Mark's suggestion.
 - Mark would prefer to provide Johnny a start up fund instead of setting a recurring amount now.
 - Mark motions: Instead of a recurring amount, let's set an initial funding amount of \$200 for the ceramics budget, to see how long that lasts. From that, a monthly amount can be determined later.
- Motion carried with no dissenting votes.
- Jen Doser - photo background idea
 - Photography proposal mentioned in Slack/General
<https://thebodgery.slack.com/archives/CQKU5U18R/p1637275218274100>
 - Is there space in the annex, in addition to interest in exploring a dedicated photo space?
 - Benefit would be to photograph projects a member has worked on.
 - Mark - Spoke to Joseph regarding his set up - Given the room this would take up, it is a reasonable use of the flex space since it can be stored in a minimal square footage.
 - Jen's understanding is that the backdrop needs a permanent fixture
 - Mark - Suggest we get questions answered now, and take discussion to Slack.

Priority Business

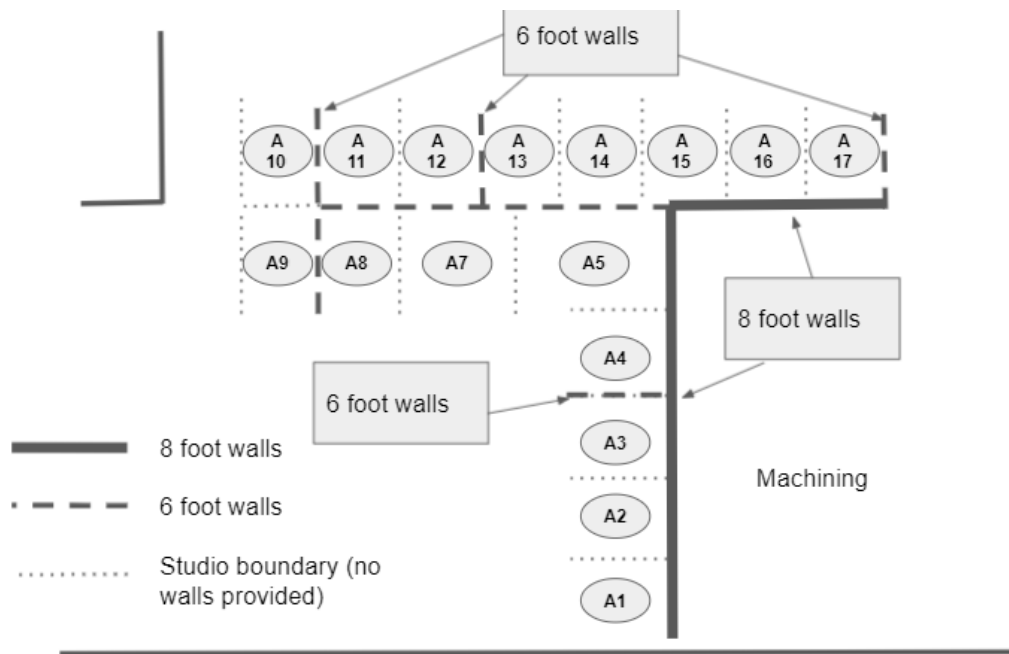
Annex Buildout Status

- Update
 - Rough inspection passed
 - Nov 13 work day: Suite D emptied, plywood sheathing of new walls finished
 - Electricians selected (Nickles Electric), and will begin their work Friday (Nov 18).
 - Estimate is that they'll finish up Dec 3rd.
 - [Nickles revised quote](#) was \$22,141 for Suite B and \$1895 for woodshop expansion wiring
 - Plumbers have come to caulk - firepipes are not done yet.
 - If firewalls are complete and electrical work is complete - possible occupancy last week of November/first week of December.
 - When does work start on WoodShop changes?
 - Once we are approved for occupancy, we can organize moving days to get everything into the annex. Engage with ACs to see if they want to paint walls, or do anything to other areas first before moving everything over.
 - Get those areas up and running prior to starting WoodShop work.
 - Jack - What would be the proper time to start doing IT work in the Annex?
 - Once electrician has completed their work, probably Dec 4th

- Plans for next workday (11/20)?
 - There is still some work to be done
 - Put caps on end walls - Do not need as many people for this.
 - Talk to ACs to see what kind of benches they want? Do the smaller areas that are crammed together want extra benches?
 - Epoxy coating in ceramics?

- **Member Storage**
 - New “Clear out Day” of member storage - December 12th
 - Is temporary storage set up for members? **DONE**
 - Phased movement of member shelving, via sign up through Google form ([the form](#))
 - Posted notice on 11/13 with a survey - 51 Replies
 - Plans on a repost tomorrow + Bodgerywide Email + Cell phone Blast to get more replies.
 - First group has been contacted this week
 - Jack and Barrett discuss shelves in the annex. **DONE**
 - James suggest sending out email blast before sending out cell phone blast
 - Mark - how wide is the aisle? - 3 ft to 54 inches. John suggest minimum of four feet
 - Plans for alternative types of member storage - like sheet storage or stick storage.
 - Jack and Jay have discussed this. There could be a couple feet at the end of each row that would allow for alternative storage type.
 - Mark - would it be rentable?
 - Jack - yes, either rentable or depending on the square footage of the area, if equivalent to member storage shelf or locker, could be free.
 - Mark - keep in mind that the equivalent floor square footage of a 2x2 shelf is 1 square foot because the shelves are four-high.

- **Studios**
 - Latest update on filling studios?
 - Studio Agreement Verbiage (Wall heights, terms, activities)
 - How did irregularly-sized studios go?
 - [2021-10-15 Layout with Studios.pdf](#)



- A6 is eliminated to provide room for an entrance to studio A5, which means A7 & A5 are irregularly sized, but this is desired by a member. Price is based on square feet.
- Storage space/flex space decisions
 - Discussion for next annex meeting, and in #bodgery-expansion channel.

- **CAM/NNN Expenses** (Landlord fees in addition to rent)

- We will be charged for CAM/NNN during the rent abatement period.

	\$1,924	"C" CAM:	13,590	Sq Ft at \$	1.699333	/SF/yr
○ Estimate 2021 CAM/NNN:	\$1,110	"B" CAM:	7,840	Sq Ft at \$	1.699333	/SF/yr

- Increase the monthly CAM/NNN funding amount, currently \$2000/mo? Make it \$3000/mo?
- **John motions to approve the bump of CAM savings from \$2k to \$3k/month. Motion carries** with no dissenting votes.

Vacuum Former Budget

- This allocation (\$2,292.30) was originally intended to be used to build a large vacuum former, but Jesse's yellow-cube former fills that bill. If needed in the future, the board can always re-allocate them.
 - **Motion:** reabsorb that money into the general funds.
 - Motion carries with no dissenting votes

Hot Glass Budget

- The Hot Glass area is new (recently split apart Jewelry, Stained Glass, and Hot Glass), and does not currently have a budget. The Area Captain (Adam Jablonski) makes a request for a \$15/mo budget, for the following reasons:
 - This would help us replace worn out/old tools and hoses, safety equipment, and equipment repair. It would allow for the upfront purchase of bulk consumables such as glass, oxygen, and propane which would then be paid back by the members who use the hot glass area. It also would hopefully allow for some investment in new, unique tools to the space such as hand tools and a small kiln.
- **Motion to approve that budget. Motion carries with no dissenting votes**

Memberpress Integration

- Adding fob #s to member profiles in Memberpress to streamline member management
 - **DONE:** [SOURCE: MemberPress Int. Tab](#)
 - 0 = 45 Active Fobs that are not in Memberpress
 - 1 = 380 Active Fobs associated with Memberpress Account (Both Active and Inactive)
 - 2 = 15 Active MP Account Associated with Deactivated Fob
 - 3 = 31 INACTIVE MP Account Associated with Authorized Fob
 - 4 = 25 MP Account NOT associated with any Fob (13 Active, 12 Inactive)
 - TODO: Audit + Clean + Rectify Discrepancies and loop in with IT
 - John - Thanks for hard work on this. Can you connect with Mark since he has been helping track members who are not in MemberPress yet and have remained over in Wild Apricot.

Security cameras

- Request to authorize James/etc to select a NVR/DVR/camera package for Annex expansion, up to \$___.
 - James found a few systems, they tend to run around \$4k.
 - Example: 32 channel NVR, 16 4K cameras, hard drive cabling - We already have 11 cameras, would increase our coverage. The cameras he is looking at could go in or outdoors.
 - James will keep looking and share his recommendation to purchase with board
 - James is running into stocking problems.
 - Cassie - Should we consider putting a camera out front?
 - John - We talked about this from the get go, so that makes sense.
 - James - We just need to remember to talk to LandLord about punching holes in the wall.
 - Bob - Noticed some security cameras at Costco. Can check them out and get details to James this week. <https://www.costco.com/security-surveillance.html>

Gallery Night proposal

- From David Dexheimer: "I spoke very briefly with John E about having The Bodge participate in MMoCA's Gallery Night next spring. The fall tour was last night and the first since The Before Times. Hopefully by next spring things will be even more normal and The Bodgery could host a tour venue. I know I am way ahead of myself but thought it best to get it on everyone's radar. Thanks."
 - Discussion: Would bring people to a tour night, get us in connection with the artist community. Downside is there is a fee associated with participating.
 - Bob -Great opportunity for members who sell items to set up and have these on display - Flex space.
 - **John motions that this sounds good, let's investigate doing it. Motion carries with no dissenting votes.**

Board Communication (Halp support/ticketing system)

- Prior to trying a new system (Halp), since we're in the midst of the expansion effort, Jack offered in October to take a lower-tech step, and post action items to the Board channel after board meetings. Nov update: currently happening.

Disciplinary Policy and adjectival issues

- VOTE: Change or approve revised [Draft disciplinary policy](#) - **Read this prior to next meeting**
- FOLLOWUP: Camera upgrades and placement. Cable ordered 10/19. **Has this been done?**
- **Bumped** till the next meeting when Mary is around.

Covid update

- County mask mandate till 11/27, then expires. UW just extended their mask mandate until Jan 15.
- Our response? Currently rates are going up again.
 - **Barret's motion: We should continue to require masking until at least Jan 15, 2022.**
 - **Motion carries with no dissenting votes.** Mark notes that this isn't changing policy, so didn't require a vote. :)
- Keep new member caps on orientation? Already removed them.
- Resume Open Shop nights that are open to public working on projects?
 - Will we need hosts for tours, non-members, etc?
 - Friday technically has tours, but no guest tool usage
 - Monday would need a host every other Monday as Cassie works every other Monday evening.
 - James does not think it is time for this yet.

- **Barret motions** to not allow open shop nights yet given how low our membership rates are and would feel very uncomfortable opening up the WoodShop to the public without someone to staff the area. **Mark notes that this is our current policy so no vote is required.**

Other Business

Member Pop-Up Sale - **Push to Spring**

- Running late on making this happen for the holiday season, so keep this on the agenda for Spring time (request from Tona & Iris).

Outdoor Beautification (Jay) - **Push to Spring**

- Left on agenda as a reminder

Final Items?

Mark - We need to review the studio agreements at some point.

James - do we want to set aside a meeting for that? Barret proposes we handle this in the Board channel and push it to announcements for people who are interested. General agreement.

Board Slack Votes

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Meeting adjourned at: 2028

MINUTES/Zoom Chat: