

# Board Meeting Agenda (and Notes)

January 20, 2022

Meeting called to order at:	7:04PM
Board members present:	Jack R, Mary B, John E, James P, Mark P, Barret E
Others present:	Sarah C., Timm M., Sylvia L., Jay L., Steve H., Brian K., Bob M., Randy N., Ryan B., Shauna D., Brian B., Dwight J, Brain K, Kevin S, Puja B.

## 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

406 Total (-4 compared to last month, gained 16, lost 20)

- The above Member Total includes people that haven't gone through in-person Bodgery orientation and people who haven't had key fobs reactivated since the Covid shutdown.
- There's 356 (+16 and -10) in MemberPress, 50 (-10) in Wild Apricot/PP
- There's 388 activated key fobs

## Treasurer Notes:

- Last month we requested a Bike Area budget proposal. Update?
- Area Captain discount rate (\$1/year) was offered, and six AC's switched over. :)
- Fair amount of refunds happened in December (members accidentally signed up twice, etc), along with lots of gift card purchases.
- **Expansion costs** to date:
  - All 2021: \$12,242
  - So far in January: \$209.70 + \$20,381 to Nickles Electric
  - Estimated \$2k-3k electric remaining
  - ...subtract \$15k in tenant improvement funds that can be invoiced to Rabin

## Studio Update

- All Annex studios are occupied and most appear to be actively making things. Still resolving some issues related to setting up recurring payments and deposits.
- Will send new woodshop contracts once timeline has been finalized: ideally 2/1/22, but contingent upon other aspects of WS expansion.
- January income includes approximately \$2075 in new studio deposits which count toward future rent.

	Dec. 2021		Jan. 2022		Feb. 2022	
	Leased	Total	Leased	Total	Leased	Total
Clean Room	3.0	3.0	3.0	3.0	3.0	3.0
Class Room	5.6	5.6	5.6	5.6	5.6	5.6
Wood Shop	1.0	1.0	1.0	1.0	0.0	0.0
Big Shop*	6.4	6.4	4.4	4.4	8.4	8.4
Annex	0.0	0.0	16.6	17.6	17.6	17.6
Annex Areas	0.0	0.0	1.0	1.0	1.0	1.0
<b>Total</b>	<b>16.0</b>	<b>16.0</b>	<b>31.6</b>	<b>32.6</b>	<b>35.6</b>	<b>35.6</b>
<b>Revenue</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$3,950</b>	<b>\$4,075</b>	<b>\$4,450</b>	<b>\$4,450</b>
Carts	4		6		6	
Cart Revenue	\$96		\$144		\$144	

**Notes:**

- 3 on the waitlist for studios. 6 cart rentals in place

**Member Input and Discussion (15 minutes)**

- Brian K: interested in community building efforts being planned, also storage/studio options. Mary responded.
- Steve H: what are the plans for the compressor and air pipes? (Will discuss lower on agenda under Annex update)
- Sarah says “you’re doing a great job!”
- Brian: housing in Madison—he sees other groups 3D printing houses, could we do something like that? Barret mentioned the cost of 3D printing homes, vs the work he’s done building housing for low-income recipients. He offered to discuss that offline. Kevin S added link in chat to our slack channel for low-income housing.

# Priority Business

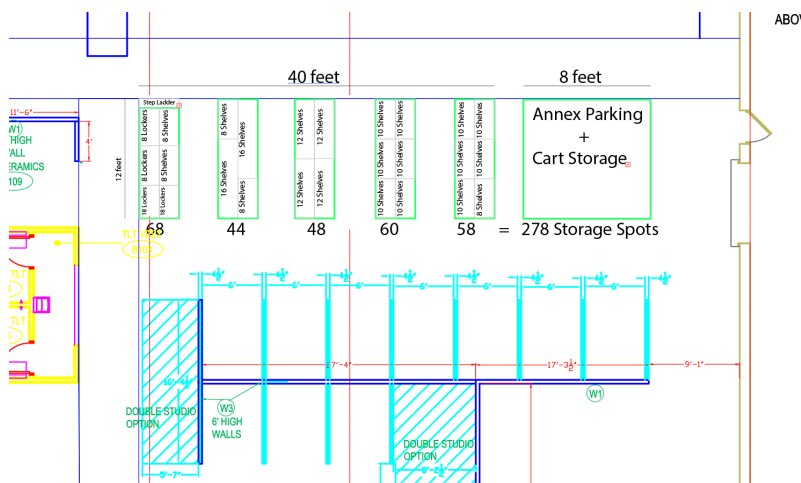
## Annex Buildout Status

- Philosophy of Expansion (response to earlier question in Member Input)
  - Decision to expand from 14k to 22k sq ft was made by the previous Board in 2019. Bodgery has filled 14k space with 400 members, so we have taken the opportunity to grow space, with focus on confined areas having a larger footprint. Expansion will be able to accommodate our 400+ members.
- Update
  - CNC-laser, Jewelry, Stained Glass, Leatherworking and Machining are moved into the Annex
  - Thanks to Doug R for his work on removing the former CNC wall to make room for the “Dirty Classroom” in the expanded woodshop.
- When does work start on WoodShop changes?
  - Now that other areas have moved (thanks!) work has begun on woodshop expansion.
  - Electric has been disconnected on CNC slat wall.
  - Wall is being removed to make room for dirty classroom. Woodshop areas have established a plan for this.
  - Electrical work will need to be done—4 woodworking studios. Should be able to get it done quickly due to the electricians' schedule.
- There is still some work to be done
  - Installing the large/quieter air compressor: we need to figure out where it's going, so it can be wired in, and start planning for air lines.
    - Electrical for this is not yet done—lowest cost is next to the equipment room. Marshall would prefer the compressor be near the cleaning supplies near the bathroom. Existing airlines.
    - Deciding where the compressor is to go needs to happen, may occur Wednesday next week. Expansion group will make a recommendation next week.
  - Install vents (Hot Glass, Kiln)
    - Hot Glass: no windows in the area, take panels off and see if window pane structure is still there and can vent. If not, we'll need to think on it.
  - Epoxy coating in ceramics?
    - Ceramics: have a meeting with Johnny, not sure if the floor is prepped. Also will need plumbing in the area.
- Next expansion meeting in January?
  - Next Wednesday (Jan 26) at 7pm. Zoom meeting, details posted in #announcements and #expansion channels.

## Member Storage

- Stats and update:

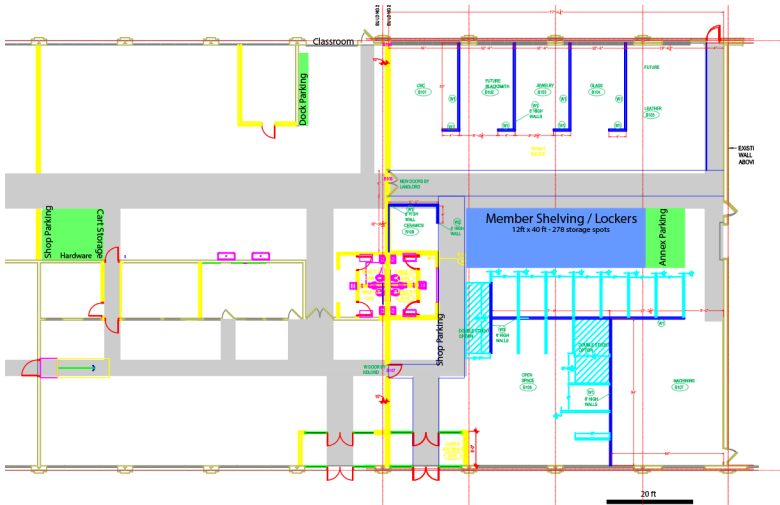
- 134 Survey Response, 37 People Moved into Annex, 32 Available Spots to allocate, 14 cart subs
    - Expecting another 100 to move their stuff. Can fit member shelving and project parking in the annex.
  - Moved Lockers (52) + 5 Shelf spaces (60) into Annex, 16 shelf spaces left in shop
  - Assembled Rows and Aisles are 4ft making total member storage area 12 x 40 ft
  - This gives us room to add an 8' x 12' Annex Parking/Cart Storage Area
- Total member Storage Spots: 278 including lockers and the shelves. Only 135 members have responded to the survey so far (but hasn't been sent out via email yet, will be next)
  - Mary: Value to non-storage spaces, and the survey model helps us keep on top of members leaving, and who needs it the most.
  - John: after visiting other maker spaces, storage is always a need. Concern about lack of place to put their stuff. If we limit storage they have access to, they'll just start leaving stuff around.
  - Mary: do not disagree. Not everyone has space to store their things at home. Member storage (including pack rats) and project parking is a balance.
  - James: while he knows how important member storage is, and he thinks the North wall of Annex could be utilized, he thinks that he'd rather see project storage options (long items, stick-storage, etc) than empty member shelves.
  - Mary: there's a lot of interest in this topic, seems like a good use of a sub-committee. There's also a slack channel #storage where interested folks can join that conversation. Mary will kick off some comments in the storage sub-committee channel.



## Project Parking

- Propose to split into 2 main areas:
  - Shop Parking - for mainly (Big) shop projects
  - Added to the Hardware Area (after it's been slid down to make room for the expanded woodshop), and could also include cart storage. See diagram below.
- Annex Parking

- For projects mainly in Annex area, shared with Cart Storage



## Woodshop Buildout Needs and Purchase Requests

- Benches, tables, classroom? Jim and Martha have started building them.
- Woodshop dust-collection filter: updates on Oneida vs Clark (cheaper) and MERV rating?
  - Following the Dec meeting, Bob ordered the lower-cost option, using woodshop funds and finally shipped 1/19 by Ground.
  - There was an impression that the board (in Dec) did not want to pay for the filter, so the woodshop went ahead and purchased it with their funds. However, it was clarified that the board only wanted more info before deciding.
  - James made a motion to pay for the entire filter from general funds. Motion approved unanimously. John will make that happen in the books.

## Security cameras and DVR

- James will be looking to purchase more cameras, will do so tomorrow (Jan 21) and send bill to John
- Still want to expand the NVR (recorder) but supply is hard to come by
- James will send photos of possible mounting areas out back for opinions, and once one is picked he'll coordinate with Josh.

## Forklift

- Started out with a FaceBook offer of a stand-up reach forklift for \$3,975.
- December board mtg motion to allow \$5,000 for future forklift purchase, approved.
- Put to community vote on slack: 63 votes in favor, 18 against
- The "facebook Forklift" was sold after a few weeks.

## Memberpress Integration

- Adding fob #s to member profiles in Memberpress to streamline member management
  - TODO: Audit + Clean + Rectify Discrepancies and loop in with IT
  - TODO: Start Testing pulling Membername/tagID/MemberStatus from MP (Tim)
  - Update: Added some new members fob #s to memberpress
    - Found a way to automate process using MP API and Excel
  - Update: Fixed some discrepancies, pull from main server once per day, TODO label door events front door/backdoor - ongoing process,
  - Aim for completion by next agenda
- Mark should have WA members in MP in the next day or two:
  - Will need to continue to check for stopped payments manually
  - There's discrepancies with a small number of members that probably need additional changes and/or outreach
- Currently, we have two databases for the two doorbot systems. That will continue until the MemberPress integration happens.
- Thanks to Jack, Mark, and Timm for their work on these issues!

## Covid update

- No change. County mask requirement in effect until Feb 18, 2022.
- While there has been discussion about requiring vaccination in various channels, it has not come forward as a vote.

## Call for Volunteers

- Discussion: substantial strain on our area captains, stewards, and other leaders. Burnout of those who keep the bodgery running. What are some opportunities for volunteers to get involved at the Bodgery?
- Recommendation: create a channel for volunteers in the Bodgery at large and a sub-channel on an tool-area basis
  - Mark: A slack channel was created 2 years ago: [#thingstodo](#) Description: Keeping track of things to do around the Bodgery that anyone can do.
- (Barret) Can we sort members by fob in frequency?
  - Frequent user: 5+ times per month
  - Infrequent: 1-5 times per month
  - Less: <1 time per month
  - Require some sort of service work?
    - Clean the bathrooms - done by paid crew, but hasn't been happening
    - Clean the break room (kitchen)
    - Take out trash
    - Sweep/mop main area
    - Area specific tasks?

- John: if we were to hire a staff person we should think about hiring a volunteer coordinator. Most nonprofits with a volunteer aspect have a volunteer coordinator. That position could be a volunteer to start.
- Barret: good idea to have a volunteer coordinator, the coordinator should be on the board (and maybe studio manager should have a vote too).
- John: having a vote is good, but saddling them with other board duties might prohibit volunteers. Creating leadership opportunities outside the board creates less burden, so hopefully interests more people, and gets more investment from members in the organization/administration.
- Cassie: Suggested a sub-Board, not (already existing) “Board Advisors” but something similar.
- Mark: perhaps useful to explain how board-slack process happens. Past board members are added to a (private) #board-advisors channel, so there’s potential for input from experienced leadership. There’s also a private #board channel for current board members.
  - Cassie: not quite what she meant. In addition to just providing feedback, this would be a group that gets physical stuff done.
- Mary: thinks there’s a lot of room for members to step into leadership and take ownership of a regular task, or a set of tasks.
- Mark: a lot of work gets done by non-board members and non-ACs. These things are already happening, but could be helpful to organize and strengthen it.
- John: likes that but ideally not called “down” or “sub”, as they’re critical jobs/tasks. Also, organizing this would be a great part of a “volunteer coordinator” role. :)
- Mary: this would be a great topic for an “in between board meeting”, let’s schedule that for 2 weeks from now

## Dumpsters

- Problem: landlord upset that the lids keep being open, allowing stuff to blow around.
- Dwight: Reach out to Pelliteri to request dumpsters with locking bars. He has experience with this type of dumpster, and we could likely get that type for no extra charge.
- James: In the meantime, add bungee cords to the front? (which would keep it closed after someone closes it)
- James: also, reminder not to bring personal recycling/trash to put in these. There were a LOT of boxes with one person’s name on them.
- Dwight/James: this is probably mostly the wind opening them. So likely some kind of latch would do a lot to help this.
- James: do we have enough capacity in our dumpsters? Dwight: usually seems to be enough, if

## Cleaners

- Status: John: Evidently, OM (Brenda) believed that their folks received a trade of free membership for a stint cleaning, and OM also received \$200/month as a “fundraising” feature. That wasn’t our understanding however. Mark gave a history from our perspective, including that we switched to paying the cleaners directly for improved cleaning.

- James: we changed to paying OM to avoid a tax burden on cleaners
- Sylvia: when she was treasurer, she paid them directly.
- What do we want to do going forward?
- Barret: we need better bathroom cleaning and stocking than what we currently have.
- Mary has a concern that volunteers wouldn't be able to do this well enough to have clean bathrooms.
- Barret: really thinks this is an example of how we need a mandatory volunteer requirement for members
- Mark: we can pay a contractor without IRS complications to clean. Volunteers/staff need to be wary of \$600/year IRS complication.
- John: maybe we could ensure that bathrooms are maintained as a minimum need (for the comfort of all members) by hiring a professional service, and then we could focus our volunteers on AC help and admin tasks
- John/Barret: we could try to find a service company that pays employees a living wage. We could advertise so that it's known we're looking for "fair trade" dynamics. Could advertise on FB, Craigslist, word of mouth, slack channels.
- Cleaning parameters: four bathrooms, clean room common areas, kitchen
- This model was discussed, and agreed to by all present.

## Other Business

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

#### 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.

#### 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."

- At the Nov '21 meeting, it was decided to investigate this. Update?

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

- 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?** None

## **Board Slack Votes**

- 

**Meeting adjourned at: 9:15PM**

**MINUTES/Zoom Chat:**