

# Board Meeting Agenda

March 17, 2022

Meeting called to order at:	7:05 PM
Board members present:	Mary, Mark, James, Jack, Eli, Barrett
Others present:	Dwight Jenkins, Jennifer Falkowski, Randy Nelson, Brian House, Jay Larson, Jeff, Johnny Yan, Kevin Stone, Linda K, Mark Mansi, Puja Basu, Troy B, Bob Meyer

## Treasurer's Report

### Expansion costs:

February, 2022 total	\$21,814. <sup>92</sup>
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Previous months: \$13,051.<sup>28</sup>

### Treasurer Notes:

- Area funds collected in Feb were deposited in early March, so don't appear in area revenue
- How to handle CNC Router setup costs?
  - Setup costs to come out of laser funds
- IT Server replacement - should be taken from area funds, or general?
  - Ref: [2021-12-16 Board Meeting Agenda, p. 11: "we approve \\$500" - motion passed](#)
  - Covered by general funds

### Discussion Notes:

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### Member Levels

- Current membership level is about 410 total (Feb:402, Jan:406, Dec:410, Nov:404, Oct:382, Sep:375)

### Studio Report

- All available studios were leased as of 3/1/22.

- Seven people are on the waitlist for a studio.
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	Feb. 2022		March 2022	
	Leased	Total	Leased	Total
Clean Room	3.0	3.0	3.0	3.0
Classroom	5.6	5.6	5.6	5.6
Wood Shop	1.0	1.0	0.0	0.0
Big Shop*	4.4	4.4	8.4	8.4
Annex	17.6	17.6	17.6	17.6
Annex Areas	1.0	1.0	1.0	1.0
<b>Total</b>	<b>32.6</b>	<b>32.6</b>	<b>35.6</b>	<b>35.6</b>

- Seven cart parking spaces were leased as of 3/1/22. Six cart parking spaces have been designated next to the vacuum former; additional spaces in the annex TBD.
- Discussion:
  - 7 people on the waitlist for studios
  - Hard to predict availability

## Member Input and Discussion (15 minutes)

- Jack would like to propose making a budget for the bike repair area (proposal: \$20/month for brake cables, shift cables, and basic stock for onsite repair)
  - Mary requests a written proposal that the Board can vote on
- Linda suggests that the bathrooms be stocked with cleaning supplies and a visual checklist/signoff sheet that people can initial so we know how often places are being cleaned
  - Mary: Great suggestion for the volunteer coordinators, also we have a cleaning service for the bathrooms now!

## Priority Business

### Volunteer Coordinators

Plans:

- Task board (Kanban):
  - Require tasks to be curated (by volunteer coordinators):
    - Each will have summary, contact info for more details
    - Priority (max. 3–e.g. Necessary/Urgent, Near term, “Wouldn’t it be cool if...”)
  - Send weekly notice with thanks for completed tasks, alerts for new ones, and “adopt me” encouragement for languishing ones
  - Separate list of periodic tasks? Risks the type of intricacy that discourages people from doing things...
- Jennifer emailed area captains, will work with them individually to address specific volunteer tasks

## Questions:

- Okay to move Kanban (i.e. task) board to entrance [use tackboard present as studio wall]?
  - Mary: Don't need the Board approval to do this! Things that require funds will warrant approval but most discretionary decisions will be made by the Volunteer Coordinators. The Volunteer Coordinators are effectively a subcommittee of the Board.
- How much board oversight/approval needed for:
  - Adjustments to current systems (e.g. Kanban board)?
    - No oversight
  - Implementation of new systems?
    - No oversight
  - Stay in touch via Slack as we figure out balance of oversight/autonomy?
    - Yes, let's stay in touch
- Can we use the studio walls for the Kanban board instead, to be more visible when you enter the main door?
  - Mary: Jay to look at studio mastersheet and let the studio renter know that this will be happening
  - Thanks to the Volunteer Coordinators for their work and enthusiasm!
- Jeff: Bob Meyer says that there are a lot of short term projects (such as outfeed table) or long term (adopt a tool for regular maintenance) but not things that should be everyone's responsibility (like cleaning)

## Annex Buildout Status

Shop Air proposal - Assembled by Kevin Stone

Item	Quantity	Price	Total
3/4" Master Kit (100ft)	6	\$232.09	\$1,392.54
3/4" Filter Regulator	1	\$93.88	\$93.88
3ft Flexible Compressor Line	1	\$63.29	\$63.29
1/2" Master Kit (100ft)	2	\$100.21	\$200.42
Rigid Conduit for Firewall (Estimate)	1	\$200.00	\$200.00
Fittings, Adapters, Couplers, etc (Estimate)	1	\$300.00	\$300.00
			\$0.00
<b>Total</b>			<b>\$2,250.13</b>

(Other shop air costs to date: \$500 for compressor, \$? for parts, \$1,447 for electrical)

Membership vote?

## Discussion:

- 90 psi for the shop air, lower pressure needs can use regulator
- Write a short description before this goes to a membership vote.
- Why should this go to a membership vote when electrical doesn't go through membership?
  - We've already have the materials, we don't need a membership vote but we can do a Board vote
  - Note that the annex expansion has gone over expected budget
- Motion to approve up to \$3000 for the shop air proposal and for the finances to come out of the expansion budget.

- Motion passes, reach out to John before purchases are made

### Blacksmith Area

- James Good to provide update on information gathered from MG&E, City, and forges visited
- Perhaps a proposal on costs (maybe too early) to get an idea
- Similar to Ceramics, how much to come from general funds vs. fundraising and maybe member vote
- James can't attend tonight - will put something together for board and others to look over next week
- Discussion:
  - This will be pushed to whenever we can get a written proposal from James

### Ceramics Area and Budget

- Johnny Yan to provide update on ceramics buildout costs and a proposal for total buildout
  - Basics to get running VS. Premium option or all of the bells and whistles
  - How much money from general funds vs. fundraising?
    - If over \$1,000 from general funds, needs to go to a membership vote?
- Discussion:
  - Johnny: Walls painted, floor coating completed, benches built.
    - Reached out to a plumber for the sinks and is waiting for a quote
    - Johnny has a buildout spreadsheet
      - Would like the Board to approve funding for a pottery wheel
        - Put together a proposal, ask if the Board would be willing to pay a certain amount and raise investment from members
          - If members invest in the equipment then they will take better care of the equipment and will be more likely to use it
          - Do get a better throwing wheel though, one that can stand extensive use
          - If you do not want this to go to a membership vote you could ask for the funds from the Board such that it doesn't meet the \$1000 and then crowd fund the rest
          - James is a fan of matching, if the members can fund a certain amount then the Board can match it
          - Mary says it may be a bit difficult for a new area without core tools to fundraise, this might require some extra help to get off the ground

	Priority 3 Costs	Priority 2 Costs	Priority 1 Costs	Priority 0 Costs	Total Cost
	\$2,626.55	\$1,463.51	\$158.00	\$2,257.00	\$6,505.06
General Fund	\$214.55	\$98.51	\$0.00	\$0.00	\$313.06
Area Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Spent:	\$214.55	\$98.51	\$0.00	\$0.00	\$313.06
	↑ Spent ↓				
	↓ Requested ↓				
General Fund	\$581.00	\$50.00	\$50.00	\$0.00	\$681.00
Area Fund	\$1,831.00	\$1,315.00	\$108.00	\$2,257.00	\$5,511.00
Remaining	\$2,412.00	\$1,365.00	\$158.00	\$2,257.00	

- Thanks for all your work Johnny!

## Spray Finishing Area

- Nov 28, 2021 #announcement: *The second change is that there is to be no spraying any finish (inside or out) until at least April 15th. Ideally, we'd be near completion of the spray booth, but should at least have a "spray plan" by then.*
- No proposals currently being worked on. Fume hood donation may have fallen through.
- Discussion:
  - Unsure how to move forward on this project
  - Desire to maintain aerosol ban indoors, provided that people use a dropcloth outdoors
  - Mary: People may not be responsible enough to bring their own dropcloth, landlord complains about spray paint on the concrete. Maybe the volunteer coordinators can help make a designated board that members can lay outdoors for spraying.
  - Mark M: Does anyone know how to put together the spray booth?
    - It was taken apart a long time ago
    - Not sure if it is up to current Madison code, we might not even be able to use it
    - To get a full sized operational spray booth up to code would be \$30,000 on the low end. It might be something that we could consider when the Bodgery buys its own property
      - It needs someone passionate enough to carry the project forward
  - What about the smaller spray booth?
    - Any spray booth needs to go through the city. It needs a drawing, electrical plan, sprinklers, exhaust vac, and an inspection by a professional.

## Member Storage

- Barret comment: in woodshop orientation on Sunday (3/13) all four members expressed interest in securing a storage space. Can we have more storage shelving because we currently only have ~275 spaces for 400+ members?
  - Plan is to add (potentially) up to 40 storage spots in expanded woodshop (along exterior wall of shop classroom)
  - Maybe more on wall of flex space?
  - Maybe more
  - Jack: Love to add more shelves, limitation is need to acquire more shelving systems 2ft deep
- Do members self-assign their member storage or wait for member storage to be assigned to them after filling out a form posted in Slack?
  - This is a common question for new members during in-person orientation
- Jack: Self assign, form was helpful in handling logistics of move, but is otherwise a managerial weight. TODO: Use Label Maker to add names to all assigned shelves
  - Risk: Like previous shelf system, majority of the shelving will be dead/long term storage
  - Todo: Post Shelving Agreement people signed to help enforce dangerous storage practice
- Discussion:
  - Barrett: Do we keep it at first come first serve and wait for people to drop out?
  - Mark: Don't need a shelf for every member, if we're at 68% then we will probably be good
  - James: We do have space in the annex still

- Troy: New member, was in Barrett's class. Filled out Jack's form for a space. Not sure if there is a waiting period. What's the process? (Hasn't heard back)
  - Jack: We just moved the storage to the annex
  - The form takes a lot of managerial time and effort
    - Needs more people to assist in this effort, otherwise in the future the form isn't sustainable
    - May have to go to first come first serve but the issue is that people don't clear out their storage
    - Other storage options: equipment, project, studios, carts
    - In the past people have stored dangerous materials, or had materials that protruded (tripping hazard), need an agreement for people to understand the rules
- May get up to 100 units in the annex, and a shelf along the woodshop classroom for longer objects
- Kevin: 2x2x2 ft for wood storage isn't a common size of lumber that people need to store. People come in with 4 foot boards
- Barrett: There are places to store larger pieces of wood in the expanded woodshop free of charge. The inbetween size of >2 ft and <5 ft is tricky, can ask in the woodworking slack channel to see if anyone has ideas
- Jack: Next steps are to get names on the storage areas, allocate new shelves to members, notify members, and retire the google form
- Barrett: It would be good idea to reserve some shelves for people with limitations
- Jack: Maybe we can normalize a good will system where members who don't need their shelves can post on slack to let other people have it

### Project Parking

- Proposed to use the large-ish area between vacuum former and woodshop area
- Kevin: Is vacuum forming still an area? Or can we retire it for project parking?
  - The vacuum forming area is not being decommissioned
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### Woodshop Buildout Needs and Purchase Requests

#### Security cameras and DVR

#### Memberpress Integration

## Covid update

## Dumpsters

## Cleaners

- Green Cleaners started cleaning a week ago

## 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 - **Push to Late Summer**

- From David Dexheimer: "It would be great if the Bodge could participate in MMoCA's Gallery Night **next spring.**" (Unfortunately the deadline for the Spring night was missed)
  - Proposal by David Dexheimer to take part in MMoCA's May 6th gallery night
  - <https://www.mmoca.org/activities/gallery-night/participate-in-gallery-night>
  - \$50 registration fee and budget for wine and cheese (and other beverages)
  - David Dex to coordinate and organize bodgers to show off their creations?
  -

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

- Keep this on the agenda for Spring time (request from Tona & Iris).

## Outdoor Beautification - **Push to Spring**

- Left on agenda as a reminder

Final Items? None

## Board Slack Votes

- Friday February 18, 2022: **Board approval for Martha as a third woodshop captain?**
  - Approved
- Sunday February 27, 2022: **Do you approve of allowing an expanded list of qualifiers for our financial hardship discount?**
  - Approved
- Thursday March 3, 2022: **Spend up to \$325 in general funds to repair the Tormach (stepper driver replacement)?**
  - Approved
- Thursday March 3, 2022: **Approval for Brian's request for him to buy/use chemicals in the Bodgery's name?**
  - Approved
- Friday March 11, 2022: **Should the Board reimburse Matt, Doug, and Jorge for the wall they built between studios and CNC storage?**
  - Approved
- Sunday March 13, 2022: **Please vote on whether to approve the policy reflected in the below message: Masking Update: Thank you to all Bodgery who participated in the recent poll regarding the Bodgery's masking policy. The Board realizes this policy is a tricky one and that there is an array of opinions about the continuation of the mask policy. Based on the results of the mask survey, which are below, the Board has voted to align the Bodgery's masking policy with current CDC guidelines, meaning masks will no longer be required at the Bodgery. However, the Board wants to make clear that any instructor may require masks for classes or private instruction, whether such requirement is for general health or safety reasons. The Bodgery's masking requirement will end beginning Monday, March 14th. Individuals may choose to wear masks or not, and all Bodgery members should respect each other's choices.**
  - Approved



- Tuesday March 15, 2022: **Should the Bodgery reimburse the full cost of the wall (including taxes) installed by Jorge, Doug, and Matt?**
  - Approved
  - Please note that the Bodgery is a nonprofit organization and has a tax exempt status. Please ask the Board for the tax exempt information before making purchases for the Bodgery.

**Meeting adjourned at: 6:14**

Thanks for making this a well attended meeting!

**MINUTES/Zoom Chat:**