

# Board Meeting Notes

August 17, 2015

Attendance: John E, James P, Timm M, Karen C, Mike R, Ken B, Ben R

Absent Board Members: Bill

## Updates

- Finances and membership (John/Bill)
  - Current members: 32, including 1 desk rental

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

- 501c3 (James/John) - Paperwork was filed with the State, but returned because we used a (slightly) wrong form. Legal counsel apologized, is getting us the new form. We'll file it, then the 501c3 application to the feds.

## Liability Insurance Inspection

- Update on inspection from James and John. Seemed to go well.
- **Ask landlord** what smoke/fire detector/etc options in the building/shop.
- Safety policies for the future:
  - Member badges with check-off for an area, or each tool with a check-off with names.
  - **Decision:** Each Yellow/Red tool will have a sign-off sheet. Only users on the sheet can use the tool.
  - Option: Get an old cell phone, put on a charger in the shop, that will still call 911 in case of emergencies.

## Office Space Rental

- Let membership and MadCity Makers know first, then Craigslist.
- Also, can put signs/flyers up at appropriate places
- Eventually when filled, add a lock to the doors so the space can be locked up.

## Shop Camera (for website)

- Update (Timm)
  - Ken can donate a RasPi, we have camera already, Timm willing to build it.
  - Option to add another camera, split the port to use both on the Pi.

## Member Storage

- Buy metal racks on sale at Home Depot? (4' wide, 7' tall, 2' deep for \$99)

- **Decision:** Yes Bodgery can purchase 2 units now, to be put in Commons Area downstairs . We should explore other options for the rest of the shelving (building them out of wood, etc).

### Resignation

- Ben Rogers told the board that he needed to take a few months off from membership, as the drive across town and missing summer activities was keeping him away more than he'd like. So he'll withdraw from membership, which also means he'll withdraw from the board and the Woodshop Area Captain position. John E. will fill in for him in the Woodshop.
  - **The board should email the membership** to ask for volunteers to fill the vacant board position.

### Security Cameras

- Update (James): Tim McNeal is willing to donate a tower desktop which could be used, and James is looking into options to build a system.

### Promotion/Events

- Mini Maker Faire Kickoff (Karen)
  - Karen is running a make-n-take table there, with our logo.
  - Bodgers should come and mingle
- WORT
  - Morning show interview this Friday morning (Aug 21)
  - Access Hour: Sept 7th
- Willy St Fair table and parade (Sept 20/21)
  - Could use the same display items as MakerFaire
  - Ideal to bring existing Vegas sign, or finish new one
- Milwaukee Maker Faire (Sept 26/27)
  - 2 tables, we'll hit up members close to event for displays

### Grand Opening Game Plan

- Estimate 100 visitors
- Food
  - Hot dogs, buns, condiments, chips
  - Cans: Gatorade, Water, Cola, Diet Cola, Sprite, Root Beer
  - Members donate baked goods
  - Buy: Charcoal (Ken will donate this)
  - Buy: Ice
  - Ask members to donate coolers (JE has one)
  - Ask members to donate tent (Timm has one)

- Freebies (Advertising)
  - Business cards, stickers printed (Karen)
  - Key chains? Chains available from craft store (Karen?)
- Money management
  - No fee for entry
  - Tickets for games: \$1/ticket
  - Change/Bank for tickets (KC may have a “bank” we could use)
  - Money Sucker donations unit: Luke building it.
- Circus games:
  - Rocket Shot: James built it, needs to be painted (by Kate and Sarah)
  - Steampunk Ring Toss: Karen is making it.
  - Bats in the Belfry: Sarah is making it
  - Giant Jenga: JT loaning it
  - Kubb: JT loaning it
- Make n’ Take
  - Boat Derby: Dawn building it
- Demos
  - Laser demos, welding, Vinyl demos

### **Officially making Board Meetings - Member Meetings**

- Postponed to next meeting

### **Board Meeting to create plan for Advisory Board**

- Postponed to next meeting

### **Shop Tools (issue postponed until next meeting)**

- Review [current wishlist](#), refresh it.
- Schedule/point people on fixing the CNC Router
- Postponed to next meeting

### **Minutes**

7:12 - Open meeting. Finance update.

7:16 - 501c3 update. Wrong form filed, redone and resent

7:18 - Liability insurance walkthrough

7:22 - Limitations on who can use tools

7:44 - Emergency phone. Deactivated cell phone for 911 calls. VoIP? Voicemail box?

7:49 - Smoke/fire alarm system. Need to contact landlord for details.

7:52 - Office space rental. Let membership know first, then public (Craigslist).

7:56 - Raspberry Pi shop camera. Getting Pi donated by Ken. Look into splitter to run two cameras from same Pi.

7:58 - Member storage. Buy metal shelves or build something? Voted yes for \$200 for metal shelves now, build the rest

8:25 - Security camera. Looking into it

8:31 - Promotions. WORT interview on Friday, 8:25AM. Milwaukee Makerfaire.

8:40 - Madison mini makerfaire

8:41 - Grand opening

9:30 - Adjourn