

# Board Meeting Agenda (and Notes)

January 19, 2017

Attendance: Timm, Grant, James, Karen, John, Alex K, Sean G, Evan

Absent Board Members: Tony

## Treasurer's Report

### 1. Finances and membership (John)

*Redacted for the wiki. Please contact the board if you have questions about financial and membership details.*

## Old Business

### 1. Open Board Position

- a. Nominations open since last meeting, review volunteers
- b. Vote on the volunteers.
- c. Board choose Sean Grady for open board position, term until June 30th.

### 2. Spending policy

- a. Top Responses to wish-list survey (33 responses, closed 1/19):
  - i. Larger/stronger laser cutter (James is researching)
  - ii. Industrial Sewing Machine (Dawn is researching)
  - iii. Vacuum Former
  - iv. Tie: CNC wood router (*Per Alex K, wood shaper could fulfill this need*), Larger paint booth (*no space*), Resin 3D printer (Will require curing station, clear path to sink, safety precautions; Timm is researching)
  - v. Tie: Pottery wheel/kiln (*no space, dust source, electricity requirement, fire hazard*), Sheet metal brake, Jewelry-making tools, Bike stand and repair tools
  - vi. Tie: Slip roller, Larger/hotter forge
  - vii. Tie: Sheet Metal/Beverly Shear, Powder Coating Oven, Metal Tubing Bender
  - viii. Hot-air rework
  - ix. Tie: Pallet jack, Scissor lift
  - x. Tie: Hydraulic Metal Punch, Auto/Truck Lift

- b. Other tools suggested by members:

- i. Larger kiln, Soldering station for jewelry making, Electroplating or etching bath, Longarm sewing machine, Screen printing equipment (We have this already)
  - ii. Enough good, solid, cheap, small form-factor PCs/laptops for both a computer lab and the 3d printers / CNC needs.
  - iii. Analog discovery (USB oscilloscope), acetylene tanks/cart, English wheel (sheet metal forming),
  - iv. Jorgensen wood clamps, 8" and 10", Dust collection for woodshop, Panel saw, Table saw outfeed/work table, A newer/sharper planer (\$25-30 for new blades, per Alex K).
- c. How much do we want to spend right now? All non-savings?
- i. How far down the list can we go with that much?
- *Karen + board suggests updating the wiki's tool list and tool "map" during the space planning lunch on 2/4, so more people know what's available.*
  - *Board votes to purchase items 1, 2, 3, as soon as feasible. Assigned members are researching purchase decisions.*
  - *Board agrees on informing membership of purchase cost of wishlist items before purchasing, for verification, and adding projected purchase price to next tool wishlist vote, so members are more informed in their votes.*

### 3. Standing Item: Summer Move

- a. Revenue targets: 82 members for 7,000 ft<sup>2</sup>, or add 15 'micro-workshops' for 10,000 ft<sup>2</sup>. See [budget estimates](#).
- b. \$2,000 moving funds saved so far (Sept-Jan)
- c. Approached Monona, review details.
- d. Other options?
  - i. Talk to Madison mayor's office
  - ii. Grant volunteers to talk to our local alder, county representatives

### 4. Reworking our Space (in case we don't move)

- a. Sat, Feb 4th, 11 am - 2pm: a "space planning event" where we figure out how to reconfigure the shop to make better use of space.
- b. Then schedule a work day to move and remove the things identified in the planning

### 5. Discount membership task-list

- a. Needs to be written up/printed out/etc. Both a volunteer task list and Discount Membership Task List should be created, so that volunteers always have something to do.
  - i. See previous month's notes for list of ideas
  - ii. Put it on the wiki?
- b. Let's create a task list white board, with room for dates and initials

## **6. Policy for Member-Loaned Tools - check-in**

- a. A written agreement (releasing members of liability related to their tools and spelling out the parameters of the loan), was approved in Oct.
- b. Grant wrote it.
  - i. Who will take charge of distributing them to current tool loans?
- c. Donated tools: create a log on the wiki/google doc? Board says yes.
  - i. Who?
- d. Board believes that we should have a policy on procedure for loan acceptance
  - i. Grant volunteers to write a procedure for the actual loan of new tools.
- e. Let's keep these policies and loan agreements in file cabinet at top of stairs

## **5. First Aid Kit/etc**

- a. Was the main kit box bought, filled, and mounted?
- b. No.
- c. Board votes to let James buy a cabinet for that purpose.

## **6. Swag budget**

- a. Vinyl bumper stickers (hand out to new members), car magnets, Tote bags:
  - i. Board ok with spending Bodgery money on swag if it will be reimbursed via sales.
- b. Board says T-shirts should utilize Zazzle/Cafe Press type of service, vs ordering inventory with Bodgery funds, and possibly being stuck with unsold merchandise for a long time.
- c. Design contest?

## **7. Stripe update**

- a. Code needs to be added to our website to start accepting payments.

## **New Business**

### **8. Domain Registrations Due**

- a. Bodgery.com, Bodgery.org, MadCityMakers.com due March 11-18. \$12 each.
- b. Worth transferring to different registrar that the Bodgery owns vs John?
- c. Yes. Deferred to tech committee.

## 9. Request to Reinstate Scholarship Membership Level

- a. Until recently, it was given to “exceptional members” in financial distress to keep their contributions and positive energy in the space. Rate was \$5/month, and was voted to be replaced with the “Starving Hacker” rate of \$25/month in August of 2016.
- b. “Exceptional member” characteristic examples:
  - i. Attend Open Shop/public events regularly, teach classes/host meetups, fulfill other roles (eg, social media, area captain, etc).
    1. Karen and Evan will work on this
- c. Create a document explaining the factors of “contributing” and the terms of the scholarship. Karen and Evan have volunteered to draft this document.
- d. Term agreed upon for scholarship: 3 months, with option to re-evaluate under extraordinary circumstances. Reassessment of all scholarships will occur quarterly, in January/April/July/October board meetings.
- e. Board requested a standing agenda item to review any scholarship renewals.
- f. Scholarship capped at 10% of membership
- g. Amendment: A scholarship must be nominated any one member outside the recipient, and entire membership should be consulted on this aspect.
  - i. Motion passes.

## 10. Outreach for Diverse Membership

- a. This was posted by Milwaukee MS on Nation of Makers slack:

*“We had a large growth in female members when we started offering Companion memberships. Membership is \$40 per month and only an extra \$10 to add your partner. \$80 can be a lot for a household to spend. Now we have quite a few couples as members and that come each week as potential members to our open meeting. I would guess of our almost 300 members 40 are women and I would say half of that 40 are married to a member. We also have a substantial craft lab in our space which is where most of our female members start before branching into other areas.”*

  - i. Thoughts?
  - ii. Motion to make 12”x18” membership rate sheet, laminated tour agenda sheets, to better advertise partner rate.
  - iii. Board is agreed that this applies only to a \$50/month membership + partner membership. For instance, if two married senior citizens are members, they could choose 2 senior memberships (\$25 x 2), or the standard partner membership (\$50 + \$30).
  - iv. Board is agreed that partner memberships should be paid in a single payment, from one account.
  - v. Motion to change partner rate to \$25/month.
    1. Discussion: The partner rate is not well-advertised, so it may not be necessary at this time. Other discounted rates are \$25/month, so consistency makes sense.
    2. Vote on changing rate: Ayes 4, Nays 2

- b. Another idea from Nation of Makers:  
*“One of our members has recently kicked off a "bike club" at our space. It's really cool, we've got lots of sweet bike tools, and it has attracted a small tribe of new members who come and wrench on wednesday nights. They do things like fix up bikes and donate them to refugees.”*

#### **11. Vehicle Repair inside the shop**

- a. Request to adjust this rule to allow vehicle repairs and workshops/demos inside the shop (JE)
- b. Suggestions: Strict 12 hour rule for moving it outside the shop - over 12 hours without explanation or 24 hours total, it will be towed at owner's expense. Rule against gas/oil work inside the shop? No oil/gas/etc storage or dispensing allowed (take out whatever brought in).
- c. James and Grant volunteer to co-captain a prospective automotive area, and draft a policy to bring before the membership. Proposed policy involves putting sealant on an area of floor to protect against spills, policy requiring all items stored in the area to be on wheels or easy for one individual to move by themselves, and all automotive work serving as a “red-tagged” tool such that an automotive co-captain must be consulted before any auto work occurs.

#### **12. New procedures needed for minutes?**

- a. G-doc can be saved as a pdf and uploaded to wiki. (G-folder better?)
- b. Besides (roughly) describing what was discussed, and outcomes of board votes or suggestions for action, anything else need to happen in the notes?
- c. Financials will be redacted for publication on the wiki and website, but sent to the membership. Any with questions are invited to ask the board for further details.
- d. Details of scholarship members' identities and eligibility assessment will be redacted for members' privacy.

#### **13. CRM/ERP/Asset Management System**

- a. Update from Sean and Will
- b. Tabled for this month.

#### **14. Dust Collection in Woodshop**

- a. Given [the report](#) on the dangers from fine dust, we should examine our dust-collection mechanisms for safety concerns.
- b. Recommendations: In the new shop,
  - i. close off woodshop (even from metal shop for fire danger),
  - ii. vent the dust-collection system to the outside,
  - iii. utilize fine dust filters, and

- iv. run an air-cleaning system during woodshop use (in addition to dust collection).
- c. Note: high-quality dust-collection systems are expensive. [Here's one](#) that's highly regarded for air quality/safety.
- d. Tabled to discuss further over Slack, for time reasons.

**15. Standing Item: Future Jobs Update**

- a. News from OFS?

**16. Area Captains' duties**

- a. Discuss a list of duties, write it up and meet with current captains to check in and ensure they're still willing to perform them.
- b. Separate maintenance duties, sign-offs on tools, teaching tool use, area decision-maker
- c. Tabled

**17. Hosting website (and other programs) on commercial site**

- a. Linode update?

**18. Broken Tools**

- a. Is anyone checking the security footage to see if
- b. We have set up "[broken@thebodgery.org](mailto:broken@thebodgery.org)" email and put up signs
  - i. Grant volunteers to make signs and post them.

**19. Develop a marketing plan**

- a. Hey, we talked about getting together a group to do that...

**20. Education Committee**

- a. Update from Carolyn or Grant?
- b. Meeting scheduled for next week.

**Minutes**

7:01 pm - Begin. Financial update.

9:55 pm - Motion to adjourn. Motion passes.