

Board Meeting Agenda (and Notes)

June 20, 2019

Meeting called to order at:	
Attendance:	
Board members present:	

Treasurer's Report

Member level composition

Current members: 154, includes: 91 Regular; 1 scholarship; 8 six-month; 2 twelve-month; 14 Student; 11 Seniors; 3 Starving Hackers; 5 family/spouse; 1 Premium. Not counting: 8 pending; 2 unpaid keyfob; 5 overdue. We have lost 7 members and gained 1 (6/20/19).

---> 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 comments (10 minutes)

Old business

Moving Update

1. OM Station, 740 Oscar Avenue
 - a. Work progress report
 - i. Occupancy permit
 1. **Permanent** occupancy permit is held up on the following:
 - a. Open permit for the shop walls
 - i. We anticipate being able to close this permit out by the 28th.
 - b. Open permit for our electrical buildout
 - i. Nickles is ahead of schedule; we anticipate this work to be done by the 28th.
 - c. Open permit for the front door
 2. Once the wall and electrical permits are closed out, we can request a **temporary** occupancy permit in which we use the woodshop door as the "front" door.

3. Once the front door vestibule is complete and that permit closed out, we can get a permanent occupancy permit.
- ii. Door bell
 1. We're going to have to install this ourselves.
 - iii. Electrical build-out:
 1. We went with Nickles Electric. Buildout is in progress.
 - a. As of Thursday:
 - i. Woodshop 120v outlets are complete
 - ii. 120v electrical on the northeast wall of the shop is in place
 - iii. Clean room 120v electrical is done.
 - iv. Shop electrical is in progress.
 - iv. Interior shop wall buildout
 1. Plans were approved and permit issued
 2. Wall frames were completed and approved by building inspector
 3. Most walls sheeted, with shellac being applied to protect the wood
 4. "Welcome" wall in clean room has not been started
 - v. Still pending from Rabin (John E and Grant met with Rabin on Wednesday to discuss)
 1. Lights in Office/3D/Kitchen still need to be reconnected
 - a. When we demo'ed the wall in the kitchen, we asked Westphal to remove some conduit in the wall for us. That conduit is what provided power to the lights in the kitchen, 3D printer room, and office.
 - b. We're reviewing emails to figure out what the change order said in order to figure out how to proceed, but we may need to use some of our remaining TI allowance to resolve the issue.
 2. Internet installation options
 - a. Spectrum and AT&T will both run last-mile to our building for free
 - i. Spectrum quoted Rabin ~\$115/mo for 400/20 service. Also includes a phone, hotspot, wifi.
 - ii. AT&T quote was \$75/mo for 75/5 service
 - b. Supranet already has infrastructure in place for LoS microwave to their point-of-presence in the main building, but does not want to foot the bill for installation unless they have a guarantee of 3 customers billing for \$250/mo each.
 - c. Action item for this meeting:
 - i. Vote on Spectrum vs AT&T.

3. Add a motion sensor for one bank of lights in the clean room to alleviate safety concerns
 - a. We are forgoing this for now in the interests of getting the permits closed out and the shop reopened
 - b. Action item for this meeting: look into other options for “night light” lighting of the clean room
 4. Electrify the street light/flood light outside the woodshop door
 - a. Rabin will fix this
 5. Install the glass door panel in the woodshop/classroom doors
 - a. Rabin will fix this
 6. Who’s on the hook for the mop sink?
- b. Buildout funds provided by Rabin: ~\$4,000 left
- i. Current requests in front of Rabin:
 1. Kitchen floor
 - a. Rabin will buy premium vinyl independent of the TI allowance if we install it
 2. Adjust HVAC routing in kitchen/3D/office
 - a. This is waiting on the determination about additional fire alarm installation costs
 3. Mop sink
 - a. Rabin is asking the property managers to look into this
 - ii. Potential snags:
 1. Kitchen/3D/Office lighting -- see above
 2. Fire alarm in office
 - a. The fire marshal wants an additional strobe/alarm extension in the office due to the fact that it has servers in it. We’re estimating a cost of ~\$1,000 from our TI
- c. Banner for OM until official sign is ready
- i. Grommeted banner or vinyl sticker
 1. Has this been done?
- d. Updated cashflow projections
- i. https://docs.google.com/spreadsheets/d/1Dcjov0tnDyNF3LrQcTolw3MS16c9BxBGFqDV02Y_hyU/edit#gid=2103485709
2. 4444 Robertson Road
 - a. Security deposit return
 - i. Have we received this?
 - b. Canceling of internet/power service

- i. Has this been done?
- c. Mail forwarding / Address change update:
 - i. John has been trying to change our address online, but Google hasn't yet received official confirmation that Oscar Ave is a thing. When that happens, he'll change our Google Business listing, and on makerspace listings online, etc. In the meantime, he's been putting "941 Mayer Ave" - the security building address, or our gps coordinates.

Grant proposals/Pursuing outside funding

1. We have signed a contract with Sarah to pursue funding opportunities.
2. Current grant options
3. Report from Sarah
4. Action items for this meeting:
 - a. Discuss how to hand off some of Sarah's responsibilities now that she has a full-time job.

Create Google Drive organization committee

1. Sylvia and Grant came up with a structure for document storage.
2. To do: set up new folder structure, move files into it.
3. Luke volunteers to start moving these
4. Whole project tabled to next meeting.

Closed session: Redacted

Microstudios

1. Summary of April:
 - a. \$125 per month per 6x8 space, \$50 per dedicated bench in jewelry/glass.
 - b. Rates fixed for the full term of the lease.
 - c. Minimum term of 6 months, first and last month's rent required on signing
 - d. Work on contract for studio space
 - e. **When can members pick out their studio space and start building their infrastructure? When can we start signing their leases/collecting dues?**

New business

1. Proposal from Kacy & ReCreate for welding classes.
2. Cleaning supplies purchase
 - a. Action item for this meeting: decide on how to handle cleaning supplies and vote.
3. Corporate Resolution for UWCU account holder status
 - a. Action items for this meeting:
 - i. identify new authorized agents

- ii. Vote on resolution
 - iii. Print and sign resolution
4. Board Transition, responsibilities hand-off
- a. Friday Orientation (Luke)
 - b. Remove old board, add new board to:
 - i. GDrive
 - ii. '@board' slack handle
 - iii. board@thebodgery.org
 - c. Passwords
 - i. GSuite
 - ii. Dunn & Bradstreet
 - iii. All utilities
 - d. WIKI/GDrive maintenance
5. Re-evaluate standing rules regarding who can teach classes/ fee structure.

Meeting adjourned at: