

Board Meeting Agenda (and Notes)

September 16, 2021

Meeting called to order at:	1905
Board members present:	Cassie B, Mark P, James P, Jack R, John E, Mary B, Barret E
Others present:	Dwight J, Ron F, Timm M, Jay L, Kevin S, Martha D., Bob M

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

- 375 Members consisting of:
 - 288 in MemberPress
 - 84 in PP/WA
 - (71 monthly, 3 semiannual, 10 annual)
 - 3 that are cash/check and not in MP
- January thru September membership, from monthly board meetings:

(Note: shaded numbers may not be very accurate)

Month	Members	Change
Jan	302	
Feb	320	18
Mar	340	20
Apr	359	19
May	341	-18
Jun	376	35
Jul	382	6
Aug	363	-19
Sep	375	12

Financial Snapshot as of Aug 31, 2021

(At 450 members, all three cashflows are positive, as shown in July meeting)

Treasurer Notes:

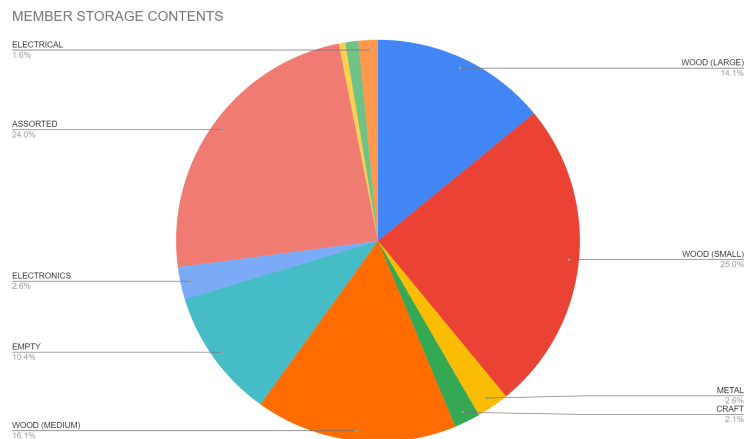
- Mark P has done excellent work bringing various member lists together. Member count isn't quite finalized, but this is a better number than last month's estimate.
- Not calculated here is \$100 for cleaning services that should have been paid via check (but weren't, still figuring that process out). \$50 was paid by PayPal, two checks need to be written and sent.
- Note: second chart shows that available balance has decreased from last month.

Studio Update

- As of September 1, ~17 studios were leased for \$2,122.50
- Actual cash received in August was different due to 6 month pre-payments and payment dates.
- 20 people are currently on the waitlist for studios (not all are likely to commit)
- 3 on the waitlist for a 2'x4' mobile storage cart
- Message Jay Larson on Slack to be added to the waitlist.

Member Storage Update

- Member Cubby Storage
 - 178 cubbies, 160 used, 15 No Name, # paying?



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- TODO: Cross Reference against Bodgery Member List
- TODO: Clear out / rectify cubbies with no name/incomplete/information/encroaching(dangerous) storage
- Project Storage
 - 18 Project Slips, 15 Expired, 2 Correctly filled out, 2 slips from January...
 - Multiple items No Slip
 - TODO: Continuing contacting delinquent slip owners, identify abandoned property, begin process of dumping/redistribution
 - Will post to #general prior to redistributing or dumping

- Policy Clarification

6.3 Parking Permits

Once the Board of Directors approves a piece of property for storage outside "Member Storage" at The Bodgery, the member owning the property must attach to it a completed Parking Permit.

The Parking Permit must indicate: Who owns the property; where at The Bodgery it is to be stored; the owner's contact email address and/or phone number; the date when the Parking Permit expires; the date the Board of Directors approved the Parking Permit; and the signature of a Board member. Parking Permits should not be granted for longer than 30 days.

The oversize property must be stored in its designated spot at The Bodgery with the Parking Permit visibly affixed. When the Parking Permit expires, the member must either apply for a new one or immediately remove the property from The Bodgery.

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- Standing Rules stipulates that all permits have to be board approved, is this something we want to start enacting? Policy Change? Clarification?
 - Can policy be updated to outdoor storage be added to wiki?
 - TODO: Add policy regarding back lot storage.
 -

- Annex Timeline

- TODO: Identify when shelves/ PS need to be cleared
 - Provide people with enough of a heads up prior to moving these over to annex.

- Discussion

- Board does need to review need for Board approval
- Jack anticipates people notified will simply update the date.
 - Should we create an upper limit or days a project can be left back there.
- Board needs to look at current standing rules regarding project storage and discuss how to move forward with a larger membership.
- Monitoring on the back end is a massive amount of work.
- Mark wants clarification on current rules. Currently allows for 14 days storage, with an additional 14 day extension. Correct
 - Rules only state the board approval is only needed if the item is stored outside member storage, which is only the person's shelves.
- Vote to amend rules to remove signature of board of directors on parking permits - passes unanimously.
 - James - Project parking is meant for projects that are in progress, not to be used as materials storage. How to monitor the 30 days? We need to come up with a layer of dust rule, or something along those lines.
 - Cassie - Something akin to chalking items
 - Barret - No concern with people gaming the system, smaller items can go unnoticed for lengthy periods of time. Focus on the larger items that eat space.
 - Mary - Current ticket includes start and end date. 14 days may not be realistic for completion. Make allowance for a timeline that demonstrates forward movement on projects.
 - Jack - Compliance with forms is a noticeable problem. Names that dust rule would effectively remove about 80% of current projects.

- Barret - Not in favor of kicking out projects that are actively being worked on that exceed 30 days.
- John - Increased work on Jack or whoever is monitoring it. If we are more flexible than paperwork says, we have the paperwork to point to to allow for enforcement of keeping the area usable to members who actively need the space. Phone number or contact needed so people can be warned their project is exceeding limits. Community needs to be responsible and good to the remainder of the community.
- Mary- the warning message can kick people into gear to help them self monitor projects.
- James - We have several project that people are “going to get to”, which is part of human nature, but builds up over time.
- Ron - If they exceed 28 days, can they be billed a storage fee for that.
 - Barrett - the amount they pay won't be worth it given that the space is the premium.
- Mary - we need some enforcement that will get people to pay attention to this.
- John - He and Puja went through all storage shelves and collected the outliers to a “going away soon” shelf. Maybe time for another roundup? Or have a section where “this stuff will be leaving soon”. When we do get to it, action should be taken.
- Mary - **Can Jack come up with a plan that makes sense for managing project storage that is reasonable for him to maintain the area.**
- Bob - If there is a small number of members who continuously abuse the project storage area, then one on one with that person to hammer home the rules rather than create rules that impact everyone for their poor behavior.
- Jack - Feels this process can be automated over time now that he has created spreadsheet and put in major work.

Finances Discussion

- Cassie to talk to John regarding Glass/Jewelry budget - outside of meeting
- Board votes to approve members levels, income statement, cash flow by unanimous consent.
- Cash flow - In July we looked to be on track to meet July by the end of year. Membership growth has been flat since then. This emphasises the need for studios to be in annex and rented out.
 - Increased need for studios as demonstrated by waitlist. 20 people on list so far. Jay heard from a photographer that is interested in a 4-pack of studios. Jay will be reaching out in the next week to determine if waitlist folks are still interested.
- John appreciated the response of people who have helped out with member lists combination job.

Member Input and Discussion (15 minutes)

- None

Priority Business

Annex

- Current status of buildout by landlord: Unsure
- Moving along on schedule
- What do we need to do next?
 - Drawings - Bill P has sent to EUA (Rabin's Architect) for formatting, expect this to be ~\$500 cost, with drawings done this week or early next week
 - Permit application - Bill has permit application filled out, can be dropped off with drawings as soon as they are done, then a 2-week wait for approval ~ week of Oct 4th hopefully, can start buildout at that point.
 - Bill asks about the cost of the permit. Per Barret - he is unsure. Bill believes its typically a percent of the value
 - Electrical contractor work - Mark and Bill meeting with master electrician earlier this afternoon (Thanks Ron and Lori) to discuss potential work that would limit contractor involvement and save us money.
 - Mark - brief introductory type meeting, he and Bill will start working with him next week.
 - Floor
 - What's the status of the roof repairs? Mary - LL says we are three to four weeks for the west side. The east side should be done this week. The central portion is related to people messing with the skylight. This hook needs to be removed.
 - Can the floor contractor work around it? Can we approve floor work and get that going ASAP so it's cured and we can start loading/moving materials equipment into the space?
 - Dwight - On his initial review of the floor with the contractor, he told the contractor we were working on getting it fixed, if this was not resolved by time the contractor got to it, would the contractor leave us materials to complete this when the area was dry and the problem resolved. Contractor says he could work on the area so long as it is dry. Takes 24 hours to cure.
 - Has John reached out about payment, John has reached out and gotten no reply. He will call the contractor to figure this out.
 - Both Dwight and Mark have gotten bids for this
 - \$8000 and \$2400 - we will go with the cheaper route.
 - The areas affected by roof leaks are small, so if we have materials, we can address those. We would like to get moving with relocating equipment into the annex.
 - Contractor needs time to get material on hand, estimated 5-7 days after the contractor is notified he can start. He will need \$1200 up front. His lead time? Dependent on John being able to reach the contractor to provide a down payment. His schedule is unknown.
 - Mary - Book for start of Oct, push rent abatement due to LL letting roof go for so long. Provides time for contractor to gather material, receive payment.
 - Mark points out this route would save up thousands of dollars.
 - Barret - If LL not agreeable to that, proceed with floor coating.
 - Jack - Can we just lay a tarp over roof if there is only a 24 hour cure time
 - Dwight - Leak is coming from pipe penetration into roof ?? Is that what he just said? Please correct if wrong.
 - Mary to talk to LL first, about rent abatement. We will push ahead on the floor if LL says no, John to find out contractor availability and payment, and relay that to Mary.

- Barret - Has the floor treatment been approved by LL? Dwight or Barret to send quote to Mary for her to forward to LL.
 - Studios
 - Studio layout not decided upon yet.
 - For now, Mark is planning on outlets every 6' on the walls around the flex space (front wall, machining wall, and wing wall)
 - Pros- easy to do and plan out
 - Cons - Creates a ring of spaces around that may not be suitable to Bodgery's overall plans in future, but we may find ourselves with studio owners who are set up and unwilling to move.
 - Would be nice to have a few proposed drawings. **This can be discussed at the next annex meeting.**
 - John - Studio discussion needs to happen prior to electrical bid. A Cluster allows for creation of a wall between them and the 'public space' in front, that can decrease studio owner's anxiety of people wandering through these spaces
 - John - Barret named his bandwidth running low. Studios can be offset onto another person to prevent Barret burnout.
 - **Jay to reach out to people on waitlist to see how many can be converted to annex studio rentals**
 - We can place studios along these walls for now and buildout with the donated panels as need be (Traditionally, bodgery does not supply walls for studios, left to member's discretion)
 - Barret needs someone good at CAD to lay these out in this manner
 - Can we ask Brody or Doug R to take Bill's plans and build upon these?
 - Doug has been waiting for things to be finalized per Barret
 - We need someone to lay out how many studios fit in that space and then Jay can reach out to folks and start contract talks so we can see who would actually be interested
 - Storage space
 - In addition to storage space, we need to decide what else will go into this flex/blank space
 - Attendance in annex meetings has been low, which allows for less discussion and forward movement, but more input is needed on the flex space and storage. Barret requests that people think about this and come to a conclusion. Discussion for next annex meeting, and in #bodgery-expansion channel.

Board Communication

- Does the Board want to utilize this among themselves to start before expanding use to rest of Slack?
 - Mary's in favor of it, there are so many tasks that some can fall through the cracks.
 - Board agrees to complete the demo in next two weeks.
- Halp Demo: <https://halp.com/demo>
- Board members have been busy. Mary feels this will make our lives easier, but we will push this for now.

Covid update

- Dane Co Dashboard here <https://publichealthmdc.com/coronavirus/dashboard>
- Shop has returned to mandatory masking. County now requires indoor masking as well.
- Tours are still running on Friday nights, along with orientation. Friday night is not a convenient night for everyone, should we add other nights?
 - Orientation team will address these one offs on a case by case basis
- Any changes we wish to make?
 - John - workplace exposure during a staff meeting where everyone was masked, but hooray for masks which kept everyone safe while with a positive person.
- No changes for now.

Make48

- Member meeting planned for 9/23 at 6pm
- Mary and John's meeting with Katie
- James will start a list of tools we could use, will share it out and people can add to it.
 - Send list out to members once board has fleshed it out.
 - Possibly limit it to ACs and expansion team
 - For HD donation, we can use some of the funds towards the buildout.
 - If anyone has ideas of tools needed for buildout, pass that info on to James.
 - Deadline is Thursday to provide a list of tools or items to submit.
 - Barret - Item added at end of agenda. Can we utilize these funds for equipment for in person and zoom meetings.
 - Mark - Can some of the money for metal saw fundraising come from this. The amount needed shouldn't eat up all the HD funds, but will check with Randy to see the status of current fundraising to see how much of this can offset the deficit.
- Alliant Energy sponsored memberships (15 three-month memberships)
 - TBD, Katie is aware and reaching out
 - Alliant has some ideas for where these memberships will go. We have not provided input, so they are telling us where they feel these should go and they want some to go to Alliant Energy employees.. We can push back to ensure the scholarships meet our needs while providing them the advertising they want.
 - Mary to speak to their legal team about this.
 - James - If they wish to write this money off, the money for scholarships has to go to non-employees.
 - Barret and Kevin - both endorse returning their money if they are going to make this "donation" just available to their employees.
- Diversity Committee status?
 - Alliant Energy sponsored memberships (15 three-month memberships)

Disciplinary Policy and adjectve issues

- Discuss creation of a policy on when to involve police in shop business. (Not addressed)
 - Mary will create a draft policy we can all attack and work out. She is working on this, and will aim for completion prior to the next board meeting.
 - Mary made updates today, this will be pushed to board chat or later meeting due to timing. Board to review, comment, edit, and argue this over. Mark also added minor changes in yellow.

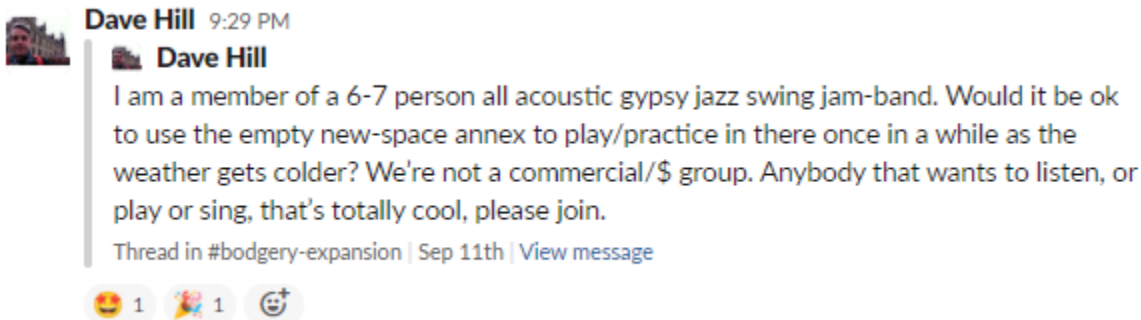
- Mary provides review to community members present regarding degradation of strike.
 - John's proposal was acceptable to the board as far as it went, but additions were requested.
 - Base structure works out well, strike degradation to be worked out.
 - Cassie c/p the base draft into Discrepancy folder for group edit
 - Our policies should reflect the lease agreement that members cannot sleep/live at the shop or in the parking lot.
- Cameras out back due to numerous spills and overspray.
 - [Bodgery Camera Overview](#)
 - We have a few spare cameras, but these may not work and are indoor cameras
 - James to research outdoor cameras and cost and provide that over to Mary and John.
 - Will need to be a wired camera.
 - James thinks there is an orange cable in that corner already, which is intended for a camera only. Mark does not think there is one there currently, is aware of another cable that is being used for doorbots.
 - We will need a cable run - John can help with that because
 - James - we have 10 cameras running on a 10 camera system. We theoretically have 2 cameras at shop that can be put up and he has one on order. Do we feel that four cameras is enough? If we want more than 16 total, we will need to modify the NVR system.
 - Barret - It would be nice to have one more camera in the woodshop. One more would provide total coverage, which would be nice.
 - Mary - With expansion, any of the areas that currently have cameras, will those be migrating?
 - James - not likely because none of them are dedicated to a specific space, just to a slice of the back room.
 - Jack - added Bodgery Camera Overview - if anyone has questions, please reach out to him. He feels it breaks down the current camera situation.
 - Mary - there is a need for more than what we are requiring for outside.
 - James - expand current NVR to 24 port or 32 ports OR we can add a secondary NVR that can be dedicated to just the annex (Down side is two different sets of footage and physical location. Upside is shorter cables) James has not seen the presentation yet.
 - James' preference is to have it all contained into the office. Price wise - not much difference. If we replace the current NVR, we will still have the current one for use at some point.
 - Mary suggests upgrading to 24 port and keep the current one as a backup. James' current pending review of Jack's breakdown.
 - Kevin asks for realtime view to cameras.
 - James says there is an intentional decision to limit member access. Creates privacy concerns for members.
 - Kevin - There is an opp to answer adjacent questions prior to making a decision on this.

- James says the cameras that are being ordered can be utilized as real time in addition to recorded
- Topic needs review of Jack's report and this item needs to be left open for a moment and pushed to a later date.

Member Pop-Up Sale

- Did anyone check with the landlord to see if this was something we could do?
 - Tona has proposed this topic in slack chat.
 - Need more details.
 - Cassie - Proposes pushing out for a moment due to volunteer resources being stretched thin atm.
 - Martha - points out upcoming holidays, so they may want to do this soon
 - Mary will reach out to LL about if we can do this or not. If yes, we have Tona take lead on this and keep us in the loop on it.

Acoustic Gypsy Jazz Swing Jam-Band Annex Practice




- Board Decision?
 - Mary - we will have a lot going on this fall, not inclined to have a band practicing in this area.
 - James - the area will not be empty for much longer.
 - Barret - Can we even occupy that space that is not related to the buildout. Acoustics in there are terrible
 - Cassie - music could be noxious to other members, this could create an interpersonal issue for members.
 - Board vote on permitting Dave Hill's band to practice in annex
 - Board votes nay


Fort Atkinson Donation:


● Update:


Sunday, August 15th


 **Jack Ryan (Electrical, Board)** 6:33 PM
Hey Chad, any updates?

Monday, August 16th


 **Chad Dudzek** 9:21 AM
Sorry not yet


 **Jack Ryan (Electrical, Board)** 9:30 AM
Ok, thanks! Is it just issues with the road leading in or are there other factors in play? If you can't answer, no problem, I understand.


 **Chad Dudzek** 9:33 AM
Nope, road is done. We have been jerked around by management, need to keep shelving, tables, and carts for now because we may have to repackage everything.

 **Jack Ryan (Electrical, Board)** 9:36 AM
Oh that sucks, I'm sorry to hear that. If there's anyway I can help lmk!

Wednesday, September 8th


 **Chad Dudzek** 8:25 AM
Do we want to consider a smaller load for the partition walls, network rack, and miscellaneous piles? Could probably get most with a couple of pickup trucks or smaller box truck.


 **Jack Ryan (Electrical, Board)** 11:02 AM
Sure! I'll run it by the board! Any day in particular work well for you?

 **Chad Dudzek** 11:03 AM
I'm wide open at the moment

Oh, I forgot about that oven, may need U-Haul or 3rd pickup truck

Today

 **Chad Dudzek** 9:05 AM
Any thoughts? We may be heading towards a deadline of the office closure (end of month, not set in stone).

 **Jack Ryan (Electrical, Board)** 11:21 AM
Hey Chad, Thanks for the reminder! We have a board meeting tomorrow and I added it to the agenda. I'll get back to you with a few dates hopefully tomorrow around 9pm

● Organize pick-up?

- Plan for a second trip which would include more partitions. This was delayed. Chad said there was now time to pick up more. Jack requests to post a request for help to pick up the rest of these items.
- Mark - Concerns we will wind up with too many partitions that we will have to liquidate.
- Barret - Dependent on individual decision of studio renters, in addition to number of studio renters. No quick answer
- John - If partitions work out well, it would be an easy set up for visualization. Tell studio renters that they can change/replace these so long as that does not damage the entire structure. Seek board approval prior to this.
- Mark - The majority of the partitions are not optimal for this.
- Take to the expansion channel for discussion, to see if anyone has use for these in another area.

Lori's Email - Aug 20, 2021

Board,

I would like to formally propose that in the event of accusations of egregious behavior, the Bodgery Board seek mediation from an ombudsman, who is an individual outside the Bodgery membership, before any punitive action is taken against the accused. This need not be an attorney, as the implications of accusations are probably not legal, although a person with legal or mediation training would be beneficial. There are mediation services available at a cost.

A mediator would give all parties the opportunity to be heard and seen. If accusations are leveled because of a personality issue or a misunderstanding, I believe having both parties sit down in a safe environment, with an unbiased, trained mediator offers a better chance that it could result in better understanding, apologies, and a way forward; instead of with a strike.

Without a dedicated procedure in place for dealing with grievous behavior, the board is leaving itself open to accusations even if they act with all openness, rightfulness and impartiality.

Further, if the board does have a bias there's a real possibility that either the accusations are pre-emptively accepted as true and worthy of punitive action, or the accuser is dismissed as "difficult" because of a history or personality conflict with a board member. No Bodgery member should ever be subjected to the feeling of helplessness against a biased board. Toxicity generated by unresolved conflicts fester among the membership.

It is in the interest of a better community spirit in the future that I would like you to consider this request for an impartial mediator.

Thank you,

Lori

- Discuss?
- Mary - This is something we can incorporate into some of the concepts that are being discussed in the discussion of the disciplinary policy. Mary would add this in and ask that everyone review it to discuss later.
- Cassie - Circle back around to the concept of a shop ombudsperson (OMP) for helping with interpersonal conflicts in the shop.
- Barret - For issues when people have issues with the Board, does this person decrease COI since this person will be working with the board? This is a good faith measure, but let's not assume it will solve all problems.
- Mary - This person will need to be independent to decrease perception of bias

- John - The OMP is an independent post, which can be internal or external and their job is to listen to the concerns of the person being disciplined and advocate for them. In a sense they do not own the board with any allegiance.
- Lori - intention was not necessarily to be an advocate, but was more for people who felt they were being treated unfairly and would not get board support for concern. Would function more as a mediator to help get to the heart of the problem. Allows everyone to be heard.
- John - It would be nice if we kept the process from dragging out, so a balance between due process and speed.

Equipment for Hybrid Meetings?

- Can we secure equipment for hybrid meetings? 1 TV, 1 Camera, and some mic/speaker combinations?
 - Discussed above. Mary suggests that the Harley \$ be utilized first for the Metal Chop Saw, and the remainder go towards the A/V equipment. The board wearily agreed.

Other Business/Old Business

Outdoor Beautification (Jay) - Did not reach before Jay left meeting - **Push to Spring?**

- Creating a shade space to make a nice looking, unbarren front for the Bodgery
- Small paved area with planters with a raised area to provide shade - canopy off the wall, otherwise some sun umbrellas with leftover canvas from the shop
 - Umbrellas only open when in use - otherwise, closed
 - Solid base to keep them from flying away
 - Triangle sail?
 - Amazon has it for \$30
- Need to come up with a sketch or render to show the landlord
 - Visualization - sketches to be presented to Rabin is going to be created by Lori
- Barrett volunteered trees, but if they're small - not a lot of shade provided, in support of trees in the proposal
- Spoke to Josh about the front of the shop, he said Rabin plans on planting trees out there, but they will be small till they grow. He said to send him what our plans are, along with images of items we wish to place out there. If we are building items, to provide an image of something similar.

Bike Repair Area

- **Left on agenda as a reminder**
- Jack, Paul and Mary are on it. Lesser priority and complexity than other Annex priorities, but something much desired by the membership.

David Giroux portrait proposal - left on agenda as a reminder

- Previous meeting, decision made to take digital photos and create a sliding display with recently donated TV. What needs to happen to make this a reality and who is taking lead on making it happen?
 - Jack: we still have TV we just need digital images--will have going on in the annex, will be ready for expected expansion move in halloween
 - Update: Photos: <https://davegiroux.pixieset.com/bodgery/>

Board Slack Votes

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Meeting adjourned at: 2112

MINUTES/Zoom Chat: