

# Board Meeting Agenda

February 21, 2023

Meeting called to order at:	7:01pm
Board members present:	Timm M, Puja B, Mark P, Eli W
Others present:	Sylvia L, Cassie B, Dwight J, Steve H, Rob S, Karen C, Alex L, Jay L, John E, Johnny Y, Martha D, Barret E, Kingston, Brian Hearn, James P, Mark M, James P

## Treasurer's Report – January 202

### Financial Notes:

- There's no rent check expense this month because two were cashed by the landlord last month.
- Professional fees of \$2544 are: 1474 teacher payments, 870 restroom cleaning, 200 photo honorarium.
- The starting balance for checking was not negative. It was actually 8,484.55. Xero accounting software balance and balances are out-of-sync and have been for a long time.
- The new accountant started reviewing our accounts on 2/20/23.
- Volunteer Coordinators includes Nov '22 as well as Jan '23 shop workday food.
- In February the IRS sent us a bill for \$4420 for late filing of 2021 taxes. We are asking the IRS for this to be eliminated or reduced.
- A membership coordinator is being trained.

### Member Levels

- Current membership is: **550 (+16)** – Jan:534 Dec:517 Nov:504 Oct:488 Sep:? Aug:467 Jul:452
- 33 new, 24 canceled, +9 net additional subscriptions in the last 30 days. This includes memberships, studios, carts and shelves.

### Discussion Notes:

-

### Studio Report

	Revenue	Studios
Clean room	500	4.0
Classroom	698	5.6
Big Shop	1050	8.4
Annex	2312	18.5
<b>Total</b>	<b>\$4560</b>	<b>36.5</b>

- All studios rented (same as last month)

- Rental of one studio will be changed on February 1
- 13 people on the waitlist

## Discussion:

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## Member Input and Discussion (15 minutes)

### Priority Business

1. **Bodgery growth and limiting or stopping an influx of net positive members without addressing the demand for more and more work that falls on a few 'volunteers'**

Here are some of the things that are needed to be done and it's becoming a pain to keep up.

- Woodshop training (addressed in a separate paragraph below. Copied Bob M's post from Area Captain's channel)
  - Handling member negligence - project parking abuse, leaving messes, classroom abuse
  - Vending supply (having difficulty getting and then keeping the volunteer. Soda and Snacks)
  - Stocking toiletries/supplies (we are using stuff at almost the double rate compared to 1 year ago)
  - Replying to those emails (most are about woodwork concerning, 30% of the time is something else)
  - Need for a person to work actively on grants
  - Need for a person to work actively work on outreach
  - Free shelf cleaning/organizing
  - Volunteers for tours
  - Recycling (scrap metal, electronics on free shelf)
  - continually growing list of things to do (vending machine maintenance, Micro-inclusion workshops/ anti-racist training...stuff on the back burner)
- Timm is working on automating a "daily task board"
  - Timm and Barret are working on installing digital display boards in the Clean-room and the Shop classroom
  - Woodshop stance (Bob M): In the Woodshop we're kind of at a point to where we are trying to balance the time we need to close the shop for orientation and upcoming classes - to allow us to get more folks through the orientation. Its pretty tough to do a 4 hour orientation in the evenings. We have brought on four new trainers to spread the load between Barret and I (Sam S, Dave H, Alex L and Jenny H). They are all ready to lead one while we shadow them before turning them loose. Although this helps Barret and I get a breather, it doesn't really open up more time slots to bring more folks on than roughly 16 per month. We've talked about doing a few things like shortening the training, doing a 'mass' orientation, or giving folks "credit" for their perceived abilities but in practice this tends to lead to more problems than it fixes (maintenance, breakage, tool misuse, etc). Since we're still bringing in that many new members per month, if we were able to get completely caught up, we still couldn't handle more than half of the new

"crop" (assuming the 40 per month), the waitlist tends to snowball out of control. From the options above we either need to throttle back on all new members, or be extremely explicit that due to the "popularity" of the woodshop we are currently not able to open up the shop to new members. I'm willing to entertain other options if anyone has any that would work - I think waiting for things to implode is or reach a natural 'churn' rate is asking for trouble in the long run - negative news travels 10x faster than good news.

- Looking for more ways to automate things. Parking and member storage management are candidates.
- Spending money (perhaps even several thousand) can be justified if it sufficiently takes the effort off of volunteers.

#### Notes:

- Steve: Insanity is doing the same thing and assuming a different result will occur. We need to do things differently now that we have 500 people as opposed to 100.
- Timm: We can set up a more automated display, need more people to program (python and react)
- Karen: How can we maximize the effort that the volunteers and members already do. Like initial setup, configuration, and support for long term payoff. If we help people get the knowledge of what they could do and need to do then people will step up
- Eli: Should we have a vetting process for new members?
- Karen: No don't want to gatekeep. Just stop new membership until people are willing to step up.
- John: Same support structure that we've had since the beginning (7 board members and area captains). Worked in small membership but not with large numbers of members. The backend support isn't there. There are tasks that an untrained volunteer can do but a lot of the workday tasks a volunteer who hasn't been trained can't do. There are certain "jobs" rather than "tasks" like stocking the vending machine.
- Karen: If people have a title or a smidge of authority then it gives them more responsibility to get something done.
- Mark: Volunteer coordinators are doing a great job on all the tasks that are long term projects but the weekly tasks like stocking the bathroom, membership storage, etc
- Puja: Tried to find people to do the tasks. People are not interested. It takes a long time to find people. We should slow down membership. Give us a chance to breathe.
- Eli: Freeze on membership. Revenue doesn't depend on growing membership.
- Karen: How many members do we need to maintain revenue?
- Mark: Definitely need fewer than 500 to sustain Bodgery financially
- Karen: How much money is that
- Timm: We need \$15,000. We could drop \$10,000 a month or 150 members and still be fine
- Mark: A decrease in 50 members is not a 10% decrease in workload
- Timm: It does decrease workload for orientation, turnover prevents people who are new and need to be onboarded for culture
- Karen: Can we create a document with a brain dump of what you think the highest energy commitment tasks that are required or that you're doing? The goal is to focus on the highest ROI (return on investment) projects.
- John: It would be a good idea to do an analysis of tasks that should be streamlined, but what if we could pay someone to interview board members etc and do an analysis so that the highest stressed people aren't doing more work. Then we can turn that into purely volunteer, or maybe someday pay a staff member and use the result as a job description.
- Mark P: Mark M already compiled a starting point list
- Mark M: It's the list on the screen.

- Puja: It's really hard to write everything down, look at all these common sense things like straightening up chairs. How do we get community?
- Karen: A sense of community is what draws people to do tasks. It's more like a gym membership where people use the space and then leave. Karen wants to help do more events to engage community members. Trying to unburden our leaders.
- Eli: Proposes a motion to put a cap on membership at 450 members until we figure out a new system (-24 members per month 6 months to figure out what's happening going forward) and people who lapse their membership cannot rejoin
  - Mark: Makes an amendment such that previous members can rejoin
  - Motion passes
- Timm: What should we do about the 7 people who signed up for orientation?
- Puja proposes a motion to allow the 7 new paid members this friday to continue onto membership
  - Motion passes
- Mark P: What about people with gift certificates or who have already paid
- Timm: Motion if you have paid for membership or have a gift certificate by February 21, then you will still have your membership recognized.
  - Motion passes

## 2. **Bodgery policy on member loaned items that have been lost and damaged. (Karen C)**

James: Proposes this discussion should be broken into two parts. The tool is a special case that was both expensive and stolen. We should discuss what to do about that. In general, we do have a policy on member loaned tools. The understanding is that the Bodgery is indemnified against damage. We have a tool waiver for tools. James recommends against loaning tools, if we need the tool, we'll just buy it. In general don't allow any more loaned tools.

- Karen: Many tools have been destroyed at a time when the Bodgery didn't have the funds. Lent planer in the past, and it was popular during open shop nights and it was repaired until it broke. The Bodgery replaced it (owned by the Bodgery), but Karen's was totally broken. But now we do have funds.
- Puja: Do you want money reimbursed? Take your tools home?
- Karen: Okay technically owning the other tools like the vinyl cutter. But \$1500 oscilloscope
- Puja: You should take your tools home going forward. In this particular case, replace the oscilloscope.
- Mark P: Clarification on new or used price
- Karen: The oscilloscope was new.

## 3. **Silent auction donation for the "Caring for the Caregiver Fund"- last date for donation pledge is May 15th**

We had an request in by Anne, with this message.

Hello,

I work for a nonprofit that provides care to elderly and disabled so that they may stay in their homes. The country is in a workforce shortage of personal care workers and family caregivers yet the work they do is irreplaceable. The fundraiser (6/8/2023) that we are having will benefit those workers directly. We have set up a fund called the Caring for the Caregiver Fund. This fund allows us to help when the caregivers need us. Helping may be in the form of a bereavement stipend for when they lose a client, assistance when they are experiencing housing or food insecurities, or a medical or financial crisis. Without the caregivers we cannot provide this necessary service to our clients. *During our fundraiser we will have a silent auction and cork pull. We are looking for local items to help bring the awareness to other organizations as well as raise money for a great cause. Would your organization or any of the*

*artists be willing to donate an item for the silent auction or a bottle(s) for the cork pull?* If you have questions, please do not hesitate to reach out.

Thank you for your consideration.  
Anne Speigle, Executive Assistant  
Direct (608)240-8501  
Fax: (608) 240-7060  
Community Living Alliance  
1414 MacArthur Rd, Madison, WI 53714  
[www.clanet.org](http://www.clanet.org)

Notes:

Make a call out to membership to see if anyone wants to donate their wares, rather than offering membership

#### **4. Using alternative events management websites (Roger)**

I am writing to inquire about allowing people giving classes to use a third party app. with our current system instructors don't have any clarity with attendees. we dont see who is attending or not attending. if anyone that has not attended if they want a refund or want a later date, waiting lists or comments on the class.

Sending an email with the number of attending or names isn't much help in planning classes. the process is not very user friendly on either the instructors or attendees.

I would like to use the website [corsizio.com](http://corsizio.com) to list and manage my classes. features are more in line with what i as an instructor need to bring a good experience. Setting up a flat fee for instructors for classes and the option to use your method or a method acceptable to them.

#### **Notes:**

Roger wants to use a separate class system.

Puja: Nobody else has complained about classes

Mark P: Two issues, more than one person has said there are things that our current event software doesn't do that they wish it would. Maybe there is a better software system out there, and maybe Roger's system is better

Steve: This is one of the structural issues that we should look into

Mark P: Maybe we should codify that Bodgery classes should be done through the Bodgery. Don't know what Roger's issues are.

Puja: All classes at the Bodgery should be managed by the Bodgery, there are people who are using Bodgery equipment and having guests (liability). We let Roger do this because we know him and he's established and trusted

Steve: Concerned if we let one person take it elsewhere, that other people will get the wrong idea

Karen: We should switch the software, it is clunky

Timm: Prefers self hosted

Karen: Anything we can throw money at to relieve volunteer hours is a good thing

## 5. Accidental Damage Policy

Previously, members could be charged for 100% of tool breakage. Now it is limited to \$100. For >\$100, decide whether the area or general pays the difference?

### Notes:

Follow up to the dumpster fire. The Bodgery decided we would cover the majority of that cost and made it into a general rule. The question is whether the area or general funds the difference.

Barret: Make it easy and let it come from the general fund, most of the area budgets aren't that big

Mark P: Makes a motion to have the cost come from the general fund.

Mark M: Is there any area that we expect a cost to be large?

Timm: The machine shop has the most expensive tools

James: CNC router is probably most expensive tool in the shop

Mark M: Tooling is also expensive, and it's locked up. Doesn't expect people to walk off with a lathe or totally damage a lathe.

James: Damage policy is pretty succinct. Are there no exceptions to the policy?

Timm: None carved out

James: Thought we carved out for egregious behavior or damage

Mark P: There is

Mark M: Machine shop keeps things locked up, like the micrometer set (\$600). Can we allow members to use it with the stipulation that the member will be responsible for the whole cost? An off the cuff idea.

Current policy:

*For accident-prone members (an excess of 2 or 3 property damaging accidents, and for egregious intent), the board may decide what the responsible members are liable for outside of this guideline.*

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John: The key is that the Board can overrule that case by case

Rob: What about consulting with a lawyer about the policy at some point?

Timm: Was looking for a lawyer for a different liability issue, maybe we can bring this up

Mark P made a motion to allow the cost for damages to come from the general fund

Puja seconded. Motion passes

## 6. Purchase a couple new Shop Vacs (Mark M)

DeWalt 4 gal 5 HP Fine dust filter "Toolbox design"	\$109	<a href="https://www.homedepot.com/p/DEWALT-4-Gal-Poly-Wet-Dry-Vac-DXV04T/305323613">https://www.homedepot.com/p/DEWALT-4-Gal-Poly-Wet-Dry-Vac-DXV04T/305323613</a>
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Requesting \$220 for purchase

Notes:

Mark P makes a motion to approve new shop vacs not to exceed \$220

Puja seconds. Motion passes

## 7. Can we phase out the touch-free Gojo soap dispensers (1200ml) to Manual Gojo soap dispensers?

- We have three replacements refills for the automatic
- Not compatible with the manual ones (1200 ml)
- Manual ones range \$16-\$25. PURELL® ES4 Soap Dispenser
- <https://www.gojo.com/en/Product/5030-01> . Would like to start with a couple
- Refills for manuals are \$60 for 2
- Requesting \$200 for 2 manual dispensers and 4 refills

Mark P: Alternatives that don't use expensive refill cartridges:

- [Svavo](#)
- [Evhome](#) (can fill with dish soap/hand soap that are purchased in bulk)

Notes:

- Mark P makes a motion that we change soap dispensers
- Puja seconds. Motion passes

## 8. New Board Members- need one replacement

- Puja makes a motion to add Sylvia to the existing Board as a replacement for Brian Brock
- Mark seconds
- Motion passes

## Other Business

### Reminder to not use Aerosols Indoors

Steve: Wants a sign

Mark M: Does this include airbrush/water based

Barret: Woodshop would like to ban aerosols in general, just because it can get onto other people's projects

Karen: Has heard about rattle cans being the term used

Mark P: Spray bottles are technically aerosols

Martha: Spray guns are also no good indoors

Mark P: Talking about paints, glues

James: Remove the airbrush from the Bodgery?

Barret: It's in an enclosure. The goal is to avoid overspray or fumes

Mark M: It's good to state the reason

Sylvia: Very sensitive to aerosols. Even though Alex was using an enclosure for spraying, it was still something that could be smelled from across the room

Puja: Linda has mentioned the smells as well

Timm: For the fume hood "spray booths", inspectors wanted to know what it will be being used for. We can put up signs specific to rattle cans or things that produce fumes

Mark M: Can we make these large and brightly colored

Puja: Does someone want to volunteer to do this?

Mark M: Says that he can do it

Karen: Can ask Tona to see if she's willing to help with the graphic design

### Surprise Inspector Visit

[2023-02-21 Inspector Meeting](#)

Fire inspector, electrical inspector, two other building inspectors came to visit by surprise.

Josh recommended someone from 1901

John: It's very difficult for that many inspectors to have schedules to line up, they must have come assuming to find the worst and they didn't. Definitely a testament to the area captains for being on top of safety.

Cassie: Does anyone know why they turned their eye on us like this? It was out of the blue

Timm: Maybe electrical inspector noticed something and talked to the rest of the dept, or maybe someone called it in

#### **Camera/DVR Update:**

- James started putting together a purchase list. Need is coming up faster than expected. Cameras are motion activated, more people are in the shop, running out of storage.

James started making a PC but needs time, will get back to it.

#### **Protecting Volunteers from Liability (Timm)**

- Find a lawyer who can advise us

## **Board Slack Votes**

Jan 9: Should we approve the changes/amendments made in the above linked document (Bodgery Standing rules). Passed

Jan 31: Approve new firearms policy and add it to the standing rules as written here... Passed

## **Meeting adjourned at: 20:46**

Zoom Chat:

19:11:29 From pbasu To Everyone:

Already is in place

19:15:32 From Cassie Brown (she/hers) To Everyone:

Can you of you mute your mic?

19:15:53 From pbasu To Everyone:

Who?

19:16:18 From pbasu To Everyone:

Everyone is off as far as I can see 😊

19:21:57 From Cassie Brown (she/hers) To Everyone:

That is why Puja needs a team under her



19:23:51 From John E To Everyone:

I agree with listening to those providing so much service to the members when they ask for a pause.

19:24:30 From martha downs To Everyone:

I agree with John

19:25:26 From Alex Loughran To Everyone:

Does anyone have the numbers for how many are waiting on orientation, woodshop orientation?

19:25:58 From pbasu To Everyone:

No Alex, woodshed tried to keep a waitlist. It was too much to upkeep

19:26:19 From pbasu To Everyone:

I can tell you that I fend off 4-5 emails weekly asking for woodshop orientation

19:27:06 From pbasu To Everyone:

Orientations are almost always full 80% , its filled till next week

19:30:55 From Cassie Brown (she/hers) To Everyone:

It's also not helpful to suggest they aren't doing this correctly.

19:31:14 From Karen Corbeill To Everyone:

Who's not doing what correctly?

19:32:04 From Cassie Brown (she/hers) To Everyone:

What you just said, it really came across as if you were suggesting people aren't courting vols correctly.

19:32:25 From pbasu To Everyone:

Hehe, I looked up and suddenly saw a periscope near timm. Its the cat's tail 😄

19:33:57 From Barret Elward To Everyone:

When woodshop orientation was open months out, we were booking two months out. So like 20-32 people on the woodshop waitlist.

We've changed the price now so maybe that will change things but at least 16-20 people on the waitlist.

19:41:51 From Karen Corbeill To Everyone:

We're listening through my speakers, but I have to mute my speakers when they speak and have to turn them back on when they stop talking and I delayed too long after they made their motion so they couldn't hear Mark

19:48:52 From Cassie Brown (she/hers) To Everyone:

Give me verbiage that is preferred and I'll post it to our socials

19:49:02 From Karen Corbeill To Everyone:

Is there a Bodgery google drive folder that is not board specific, that could be shared with members that I can use to start creating Bodgery documentation?

19:49:29 From Karen Corbeill To Everyone:

I'm not asking for it to be shared with all members. But something that I can share with any members that step up to help.

19:49:41 From markm To Everyone:

Replying to "Is there a Bodgery g..."

This could be helpful for other stuff too, like sharing CAD files...

19:52:54 From markm To Everyone:

Question... we voted on the amendment to Eli's motion, but did we ever vote on Eli's amendment itself?

19:55:26 From Timm Murray (he/him) To Everyone:

Replying to "Question... we voted..."

that was Mark's amendment. The order of operations is to second the amendment and then it becomes one full motion for discussion and voting

19:55:35 From Brian To Everyone:

What are the member owned tools currently?

19:56:10 From markm To Everyone:

Replying to "Question... we voted..."

I see, so once it is seconded, the motion is amended?

19:56:21 From markm To Everyone:

Reacted to "What are the member ..." with 👍

19:56:24 From Timm Murray (he/him) To Everyone:

Replying to "What are the member ..."

bike lift is one

19:56:40 From Cassie Brown (she/hers) To Everyone:

Replying to "What are the member ..."

Glass ring saw

19:56:40 From pbasu To Everyone:

Replying to "What are the member ..."

Lots in metal area

19:56:45 From Timm Murray (he/him) To Everyone:

Replying to "What are the member ..."

we've discouraged it for a while. I think we would need area captains to come up with a list in each area.

19:56:58 From pbasu To Everyone:

Replying to "What are the member ..."

Randy owns the tables and welder..a few things I know off

19:57:23 From markm To Everyone:

Reacted to "Lots in metal area" with 🙌

19:58:22 From markm To Everyone:

Replying to "What are the member ..."

And some of the angle grinders and bench grinders and welding PPE and many hand tools...

20:01:03 From Cassie Brown (she/hers) To Everyone:

Same offer need to be extended to Ben

20:01:08 From Cassie Brown (she/hers) To Everyone:

In Leatherwork

20:02:03 From eli To Everyone:

Was that Ben's tools or the Bodgery's? I'll need to look through the notes

20:02:37 From eli To Everyone:

Also I hate to be weirdly pedantic, because I want to approve the costs. However purchases above \$1000 must be approved by a membership vote?

20:02:43 From Cassie Brown (she/hers) To Everyone:

Check with Ben, he can clarify. I \*thought\* those were his

20:03:15 From eli To Everyone:

So this doesnt count as a tool purchase right

20:03:54 From markm To Everyone:

@eli Why does it matter?

20:04:04 From Mark P To Everyone:

The \$1000 rule applies to expenditures, not just tool purchases

20:13:44 From John E To Everyone:

If we had a forklift I could steal a metal lathe.

20:14:02 From John E To Everyone:

;) )

20:14:14 From markm To Everyone:

It would still be rather difficult I think.

20:17:14 From Rob - 3d Printing To Everyone:

We should really consult a legal advisor over this policy in my opinion

20:26:42 From John E To Everyone:

When will Puja have those installed?

20:26:52 From markm To Everyone:

Get Crackin' Puja!

20:26:57 From pbasu To Everyone:



20:27:02 From pbasu To Everyone:

Go away humans

20:27:38 From Cassie Brown (she/hers) To Everyone:

Are you all sure you know what you are getting?

20:28:33 From Brian To Everyone:

what is the term of board members?

20:28:53 From Cassie Brown (she/hers) To Everyone:

One year

20:29:02 From Sylvia To Everyone:

Now I can't miss any more meetings.

20:29:14 From markm To Everyone:

Reacted to "Now I can't miss any..." with ❤️

20:39:20 From eli To Everyone:

Because the Board can approve larger purchases if it's a safety related thing

20:39:31 From pbasu To Everyone:

Reacted to "Now I can't miss any..." with ❤️

20:39:32 From pbasu To Everyone:

Removed a ❤️ reaction from "Now I can't miss any..."

20:39:33 From markm To Everyone:

Reacted to "Because the Board ca..." with 👍

20:39:34 From pbasu To Everyone:

Reacted to "Now I can't miss any..." with ❤️

20:39:36 From Cassie Brown (she/hers) To Everyone:

Reacted to "Now I can't miss any..." with ❤️

20:43:14 From Karen Corbeill To Everyone:

I started a list of chores/tasks/duties. Please add or edit.

[https://docs.google.com/spreadsheets/d/1MYNPqP1JBYIrcIZDSCezg1ADv1\\_IIW7gM5gGvj8yIrU/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1MYNPqP1JBYIrcIZDSCezg1ADv1_IIW7gM5gGvj8yIrU/edit?usp=sharing)

20:43:56 From markm To Everyone:

Replying to "I started a list of ..."

Maybe we can have this linked in the meeting notes?<sup>[OBJ]</sup>

<sup>[OBJ]</sup>Timm Murray

12 hours ago

Monthly board meeting is tonight at 7pm over zoom. Invite below.

4 replies