



Board Meeting Minutes

August 21st 2018 6:13 pm

<i>Minutes approval:</i>	<i>Yea: Laura Miller, Jared Reynolds, Sandra May, Chelsea Bailey at BOD meeting of 9/18/18</i>	<i>Nay: none Abstaining: none Missing: Gary Miller, Jessica Livingston</i>
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Attendees: Laura Miller, Sandra May, Jared Reynolds, Chelsea Bailey

Apologies: Gary Miller, Jessica Livingston

Minutes for virtual votes of June 14 - 17th to approve the group bylaws, July 19 - 23rd to add Chelsea Bailey to the board, and for the last in-person meeting of July 24th are deemed approved. Sandra proposed a 10 day commentary period for newly posted draft minutes, after which if a majority has voiced approval the minutes will be posted to the website.

Committee Reports:

Fundraising: Jared notes that the donations of tools and equipment that are beginning to come in from several sources will require different handling than cash donations. (In addition to the industrial laser printers donated by Merrimack County Savings Bank, we are now in receipt of surveying equipment courtesy of the Grappone Company.) A Making Matters receipt will be developed acknowledging the gift and providing space for the donor to record the value of the item if needed for tax purposes. We will also develop stationery to follow up with special thank yous.

Website /Blog: Chelsea walked the group through the menus and current proposed pages for the developing site. The website group has selected a Wordpress theme that included calendar and map plugins, which will be useful for future items such as class schedules. New space is set aside for acknowledgements to corporate friends and donors, but their permission will be needed before any mentions or logos are posted. Chelsea will also work on creating an array of logos for various purposes. For site content, Sandra wrote proposed copy for the Join a Work Group page, Jared is working on the Donations page, Laura is drafting the Mission page, and Chelsea will create the Teach/Take a Class area. The initial blog post is ready to go and Sandra is interviewing an affiliated maker for another. If possible Chelsea will attend the Dover Mini Maker Faire and craft a blog post covering that. The blog engine on the website can be set to hold blog posts for approval by Laura before they are published.

Board members have been reminded to produce bios and photos to be posted to the site as well.

Space and Equipment: Laura shared copies of a multilevel floor plan for the Horseshoe Pond site, drawn up by Eric Palson as one possible way to use the space. She will reach out to Eric to see if he can present to the group on September 6th.

One Million Cups We are advancing the small business support side of our mission by bringing this entrepreneurial forum group to Central New Hampshire. Jared is working with the prior Franklin group to recenter the branch in Concord. A social media awareness campaign will be needed to get the group off the ground and donated coffee will also be needed. We will look to have two businesses present per session. Tentatively meetings will occur at 8 :00 am the first Wednesday of the month, with plans to launch in October.

Classes: A list of classes the Center for Women and Enterprise offers is available on Slack... attendees will review this for best fits for our first offerings. Jared suggested having several progressive classes in the same subject matter. Laura would like to see Levels posted, so potential attendees could decide if it subject matter was appropriate for them. Laura as been approached by additional potential teachers. Chelsea is willing to teach a class on Wordpress and/or “You have a URL... now what?”

With all agenda items being covered, the Board agreed to adjourn at 7:46 pm with no formal vote being conducted.