



Board Meeting Minutes

<i>Minutes Approval: 1/24/2020 via e-vote</i>	<i>Yea: Jessica Livingston, Lisa Stockwell, Sandra May, Nancy Paul, Laura Miller, Jared Reynolds</i>	<i>Nay: none Abstaining: none Missing: Gary Miller, Chelsea Bailey</i>
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Date: 1/6/2020 9:09 AM

Attendees: Laura Miller (by phone), Jared Reynolds (by phone), Sandra May, Chelsea Bailey, Nancy Paul

Apologies: Gary Miller, Jessica Livingston, Lisa Stockwell

This BOD meeting convened at the Friend's Program due to a kind last minute accommodation by Nancy Paul. We began at 9:09 AM. Note Jared was obliged to drop ten minutes in due to a bad connection in the field.

Sandra May moved that the board purchase a grinder and stand for the metal shop, model suggested by volunteer Bryan Ward:

https://www.amazon.com/gp/product/B00LHUWAFK/ref=ppx_yo_dt_b_asin_title_o04_s00?ie=UTF8&psc=1

https://www.amazon.com/gp/product/B016WEAUJI/ref=ppx_yo_dt_b_asin_title_o04_s01?ie=UTF8&psc=1.

Nancy seconded the motion and all in attendance voted aye. At 9:23 Sandra made a further motion that the board provide her with up to \$150.00 in authority to purchase a circular saw at Home Depot. Nancy suggested instead a motion that if an item has already been budgeted for the board should give the shop manager authority to proceed. Laura seconded and all in favor voted aye.

Keyfobs and keycards are now available for the newly installed electronic door lock. Board members were surveyed as to their preference.

At 9:30 Nancy was obliged to step out for a moment. In the meantime we discussed the remaining barriers to begin using the keyfob system. We are expecting a new master to be rekeyed and the fire department will need a copy. We further discussed disabling or removing locks for interior doors for which we have no key until our landlady can complete the rekeying process.

Once Nancy rejoined us we briefly discussed the need to continue to develop the board; we need to draft expectations for new members generally and also target some skill sets. We decided to schedule a task force meeting for the following day, Tuesday at 4:30 pm, to continue this and other policy discussions.

We discussed holding another public meeting about the space and agreed to reconsider this after our tasks of January are behind us.

Laura advised the Kinetic Race, for which we were providing free web hosting and potential other assistance, will not be held in 2020 by determination of the Concord Arts Council. The Female Entrepreneurship Matters initiative DOES still require a WordPress site and Chelsea will contact John Cassel regarding this.

Another policy matter needing development is leasing of the planned artist studios. Making supporting membership at the makerspace a perk, rather than offering it at a reduced rate, was discussed.

Sandra was asked for the status of our ventilation quote. We have been waiting longer than expected for pricing; Adam of Granite State reports waiting for vendors to get back to him on various items. She agreed to ask him if he could provide an interim ballpark. We continue to request figures from the vendor installing the magnetic lock for our fire door as well.

Board Members are reminded we are hosting the Joint Makerspace council on February 18th. Also, receipts from those making purchases on behalf of the space are needed for our first grant reimbursement request.

A donation form is needed to help us document in-kind support we have received. Sandra will ask Manchester if they mind our lifting the language used in their form rather than our drafting one from scratch. Regarding donations, Emily Marsh of the Concord Chamber of Commerce has volunteered to help us create marketing materials.

We concluded the meeting at 10:04 AM.