



Board Meeting Minutes

<i>Minutes Approval: 8/3/2020</i>	<i>Yea: Laura Miller, Jared Reynolds, Sandra May, Chelsea Bailey, Jen Cook, Adele Sanborne</i>	<i>Nay: none Abstaining: none Missing: Ron Merrill; Diana Moore</i>
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Date: 7/7/20

Attendees: Laura Miller, Jared Reynolds, Sandra May, Chelsea Bailey, Jen Cook, Diana Moore, Adele Sanborn

Apologies: Ron Merrill

The meeting began at 9:05 am via video conference. Adele moved to accept the June minutes as written and Jared seconded. All present voted to approve.

We moved to this month’s Treasurer’s Profit and Loss statement. While our NH Gives charitable drive outperformed expectations, we are behind on both anticipated memberships and lawn rental income. Also, our request to landlady Deede Russell to adjust our rent schedule due to the impact of COVID-19 was rejected. We have applied to the NH NonProfit relief fund, but without increased incoming funds we will be in the red come November.

We still await repairs to the roof; our landlady did have contractors continue work on the matter. Our own contractor NHMechanical was able to get the AC working in the building despite assertions that it required a particular coolant which was hard to find given the age of the system.

Adele moved that we accept the Treasurer’s report, Chelsea seconded; all present voted to approve the Profit and Loss report.

Our Fundraising committee held an inaugural meeting last week. Jared has started a spreadsheet that will help us work jointly to identify possible buyers of tax credits and when they were contacted. This is in our collaboration folder on Google Drive. Laura asked Chelsea if she could conduct a tutorial on Drive for board members who are unfamiliar with it. Jared asks that we not approach businesses yet until we have a uniform narrative constructed.

We had discussed launching the Outreach committee meeting on Thursday the 9th, as this would now be short notice we agreed to hold it Wednesday the 15th at 9AM. Adele has ideas specific to the “NH Open Doors” event in November and will meet with Laura separately.

Sandra made a brief presentation about the status of the shops. We need volunteers more than anything else, given a lot of equipment has been purchased and some infrastructure funding is in place. We currently have more funded projects than there are bodies working on them and she encouraged the board members to think about who they might know who would be willing to help. Chelsea advises Connor Sperrn might be willing to serve as Resource Manager for the Textiles area.

Laura believes the governor/NH task force will allow small class arts instruction to resume this coming week.

We brainstormed some ways to get the word out about the space. Both Adele and Jen have ideas about events we might be able to hold, businesses we might be able to enlist. Jen may also be able to recruit volunteers to help with cleaning the makerspace. Laura has also joined the Concord Business Committee for the Arts.

Laura issued a reminder for board members to please sign and return their Conflict of Interest statements and to provide headshots for the website.

We turned towards the farmer's market, which we could possibly jump into this summer despite the shortness of the season and the challenges presented by Covid. Unfortunately, Deede has sent Laura a written statement denying permission for now, despite the fact that our lease states we may use the lawn for occasional events. She expressed a concern about our plan to charge the vendors a fee, although a modest fee it is typical, and states she will be contacting the city herself to review the policies. Various suggestions were made as to how to make her more comfortable with the arrangement and the benefit to the community. There are ten vendors who are interested in selling their wares at our site. Currently, only goods actually made in the space or farm products can be sold (we are reviewing how "farm products" is defined). We agree the \$500.00 retail sales **variance application fee** is too steep to be contemplated this year. Sandra noted that while not being able to move forward on the farmer's market was a disappointment, it was never destined to make money for the space but rather help us get noticed and it might not be good to exhaust too much energy on this anyhow.

Laura and Adele will be working together on a grant from the Arts Council; there is a potential for a **maximum grant of \$7,000.00** to fund projects for next year.

Jared is looking to gather information about our infrastructure needs as we get organized for our effort to sell tax credits. Sandra suggests we put as little as possible further work into the building given our current uncertainty on how long we will stay at the Village Street location.

Jared will be focusing on using purchased software called Wild Apricot for our member management; this should allow for automated payments, member self-enrollment, automation of routing information at sign up and easier audit of accounts payable.

Laura noted we have a volunteer who is willing to get posters up for us locally to help Penacook residents discover the makerspace. The local 7-11 was helpful in getting the word out about the Pizza Pi for Peace event.

At 10:40 Chelsea moved we adjourn, Laura seconded having no further business, and the meeting concluded.