



Board Meeting Minutes 10/5/2020

<i>Minutes Approval: 11/10/2020</i>	<i>Yea: Laura Miller, Jared Reynolds, Sandra May, Chelsea Bailey, Diana Moore</i>	<i>Nay: none Abstaining: none Missing: Jen Cook, Ron Merrill, Andrew Heath</i>
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Attendees: Laura Miller, Jared Reynolds, Sandra May, Chelsea Bailey, Jen Cook, Ron Merrill, Adele Sanborn, Andrew Heath

Apologies: Diana Moore

Guests: Ben Braggins, Dede Russell

The meeting began at 9:03 AM with a vote on September's minutes. Adele moved to approve them, Jared seconded, and all present voted aye. Dede inquired about the August minutes not yet being posted to the website; Sandra advised that was her oversight and they would be up promptly. Sandra also announced upcoming travel plans, which impacts the makerspace's Covid cleaning schedule. Thanks to a volunteer team Jen found, the daily time to sanitize is greatly lessened; Sandra asked board members who were willing to temporarily take her shift to send her a message in Slack.

We moved on to the Treasurer's report; Jared had recently shared the running financial standing report as well as a screenshot from our Wild Apricot dashboard showing the total current membership. He also verbally updated us on the number of rental offices and open studios occupied. Andrew inquired re: a pending rental from a couple moving from Plymouth, Laura advised they have not yet completed their move to Concord.

Jen asked if there was a way to show pro-rated membership for those who pay their fees for 6 or 12 months, to more accurately reflect monthly income.

Sandra moved to accept the Treasurer's report and Chelsea seconded. Eight votes to accept were counted with no dissent.

Laura asked Jared about the work required for our end of fiscal year reporting and whether it would be helpful to hire an accountant for the task? Jared replied the MakingMatters finances are not yet so complicated that he cannot complete them alone.

Jared continued on to present the Fundraising report. While several firms are interested in purchasing CDFA tax credits, there has been only one commitment to date. He noted the economic challenges business are facing this year.

Jen suggested we look to boost membership by providing an adaptive membership for the population the Community Bridges organization supports.

Jared thanked Ben for ideas of firms to reach out to.

Ron has been in talks with Belltetes Lumber; they would be happy to give our members a 10% discount if they can present a member ID. Sandra noted Wild Apricot has a tool to produce them.

Ben asked whether we would prefer Elekrisola produce tax credits or sponsor us again, if willing. The consensus was we would rather have them help with tax credits given the “all or none” nature of the program.

Adele discussed the Outreach committee’s Making Mondays program; while it is going well, it is always the same set of people. She wonders how we might invite in people that do not know a member to be their host. We considered offering 8 – 10 slots by reservation for non-members who would like to come in on their own. Also, new studio occupant Ty Meier has a group of artists who would like to meet up in the makerspace; they may be numerous enough that they need to be given their own night.

We may in future have other groups who want to use our facility for their social events. Laura noted a weight watching group who had recently checked us out for this purpose. They felt they could not pay the fee we would have to charge for a space volunteer to be present to open up for them. A solution was offered for one of them to become a member and that person would then be responsible for supervision, but that was not right for the group at this time.

Laura announced that Tuesday’s Outreach meeting was cancelled as we had already dealt with much of the business.

Sandra presented the Shops report. IT manager John Cassel had hoped to install the permanent security cameras but had to change plans following a table saw breakdown. Parts have been ordered to diagnose the problem. She made an appeal to board to consider volunteering with the Outreach committee not only to help bring in more members, but also additional skilled personnel given the backlog of RM tasks.

Laura discussed the status of our education program. We are looking at providing teacher subsidies to compensate them for teaching 101 classes while keeping intro level classes inexpensive for our members, but the program needs fleshing out. Jared suggested we take a hard look at what classes people are interested in. Laura agrees the business classes have not taken off; possibly tuition is too high? Adele notes there are plenty of free classes being offered by SCORE which cuts into the market share. Also, in her experience whether people sign up for classes can be unpredictable even if one does everything right. Lastly, people may be sick of virtual meetings and events after months of the Covid pandemic.

Jared also asked that we firm up our process of paying teachers.

We talked about our migration into WildApricot; it would be beneficial to get more people to use autopayment so our Treasurer did not have to chase them down for monthly payments.

Our first youth art class was a success, with a video of the first activity (button making) posted to Facebook. The participants are largely around 9 or 10 years old and are in an at-risk population. We are

funded to spend \$4,400.00 on art materials and instruction. Volunteers are welcome for an additional youth mentoring program that is on the horizon; this program is expected to net \$3,000.00 for the space.

Sandra is seeking assistance with an updated survey for what equipment or shops members/future members want to see in the space. We have not conducted one since 2018. The document and a revised edition was previously posted in Slack and she would like to hear of any suggested changes by Saturday. Jared commented he liked the idea of making respondents rank the shops in order of interest, versus simply selecting things that interest them.

Laura reports plans for a Route 3 Arts trail are going well. Along with the Twiggs Gallery, Kimball Jenkins, and the makerspace, five separate artists are participating. Thanks to a grant we will have funds for marketing, and can also plan for signage. At present we feel traffic will be light enough at the makerspace that we don't have to use a reservation system. Adele feels a passport system will be helpful to drive multiple stops. We discussed awarding a membership as a prize. Ben felt a 3 month membership would really give people a chance to experience the space, while Jen thought that was too high a dollar value. We considered gift certificates for classes, but Adele thinks under NH law we might not be able to place an expiration date. Sandra asserted that as of now, we have a lot of checkout capacity and can certainly handle a free member even for 3 months. If that becomes an issue in future we can stop using it as a prize.

For new business, Laura requested the board vote on two corporate matters. A formal vote was needed to authorize Laura to accept the USDA grant. Jen moved that we vote, Chelsea seconded, and seven board members aye, no nays (note Andrew had been obliged to leave at 9:30)

Laura also requested the Board's permission to sign the CDFA contract for the tax credits. Adele moved that we vote and Ron seconded. All board members present voted to approve.

Two board members are no longer able to meet on Mondays at 9AM. We discussed conducting a poll for a better time for the BOD meetings. Sandra suggested we consider what time will help best attract future board talent, and was concerned that continuing to change it from time to time sets the board up for "popularity contests". Jared disagreed with Sandra's opinion that evening BOD meetings would be the best option, knowing several boards that meet in the morning. He and Chelsea are both familiar with a survey that allows you three options for various time slots: "can", "can but don't want to", "can't". He is willing to set up the survey. Ben suggested we also consider resolving on a particular day of week and time that the board would move to in the next term.

Our meeting concluded at 10:34 am by general consensus.