



## Board Meeting Minutes May 17<sup>th</sup> 2021

<i>Minutes Approval: 6/7/2021</i>	<i>Yea: Jared Reynolds, Sandra May, Andrew Heath, Bill Yaccopuci, Ben Braggins</i>	<i>Nay: none Abstaining: none Missing: Jen Cook, Ron Merrill</i>
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**Attendees:** Jared Reynolds, Sandra May, Jen Cook, Ron Merrill, Andrew Heath, Bill Yacopucci, Ben Braggins

**Apologies:** None

Note: Ron was in attendance via phone only for part of the meeting, with no access to chat and no inbound communication. He left the meeting at approximately 6:45. Andrew Heath was absent from the meeting from approximately 6:45 to 6:57.

May 2021's meeting began via Zoom at 6:05pm with a recounting of recent victories, which included the pending rental of our last unoccupied private office and successful onboarding of most of our Friends Program mentor/mentee pairs. A new document for Goals has been posted in Drive for board input; Ben will add having people to be in charge of more individual areas, such as the bike shop

Sandra reviewed the financial reports for April of 2021. With so many private offices rented, the goal for the space is to add 10 new members (the target financial floor has been adjusted to allow for repetitions of accounting services and enrollment in Market Days). Noting that review of April's minutes had not been placed on the agenda, she asked if there was a motion to approve. Bill made a motion to approve the last meeting's minutes and Ben seconded; the board approved the minutes with six aye votes and no other votes.

Jared will send Sandra a list of who registered for the annual meeting and she will send an email outside the MailChimp system to members who did not sign up inviting them to attend. In addition to taking member questions in the Q & A portion, we will ask specific questions of them regarding changes or improvements they would like to see as well as what they like about the space.

As Jared will be on vacation in mid to late June, we will hold our board meeting on June 7th, in a hybrid format if possible.

We discussed the CDC's recent announcement that vaccinated persons need not wear masks indoors. The board feels more comfortable continuing a mask requirement as not all young adults have not been able to get their shots yet. We will monitor the situation and watch for new cases to recede even further.

Jared reported on meeting with Lydia West of Goosebay Lumber recently. She is willing to serve on our board and brings knowledge of woodcrafting and woodshop education, as well as a financial background. Ben moved to add Lydia as a director and Jen seconded. Five yes votes were obtained at 6:45, but neither Ron nor Andrew's vote could be obtained. The board agreed to set aside the matter until later in the meeting.

Jared advised he had been working on several documents, including a proposed onboarding outline for new board members and a write up of our managerial policies. We discussed our lack of an executive director and the fact that to make decisions in real time, a small group has maintained constant contact and divided up the daily work. Board members are able to take on dedicated tasks and join the group as needed without needing to commit to always joining management meetings. The board members present expressed comfort with this structure as long as the group maintained the current communication levels and was open to others participating.

Sandra brought up the written expectation that board members review the meeting packet ahead of time and observed the officers should make an effort to send it out a little further in advance. Jared would like to include a synopsis of recent space activity; Jen is willing to help prepare this if provided excerpts from Slack.

At 6:57 Andrew rejoined the meeting and added his yes vote to the other five known yes votes to add Lydia to our number. Sandra noted that with the inclusion of Lydia, our board was now as full as the current bylaws permit. Ben suggested that for future additions, we can look to add board members who have first served on one of our committees.

Jared announced that the Penacook Farmers Market would begin using the 88 Village Street lawn on June 7th. People who make things at the makerspace are welcome to join to sell their wares as long as they give Pat Michaud notice. He will mention this at tomorrow's annual meeting and also put members on notice that we are seeking volunteers to demonstrate at Market Days.

Our public art project sponsored by the NH Foundation for the Arts has kicked off thanks to the efforts of the children of Merrimack County Day Care who join us on Wednesdays for the Youth Art Class.

At 7:37 the board went into Executive Session.