Twin Cities Maker Meeting Minutes

Tuesday, February 12, 2013 at Hack Factory, Minneapolis, Minnesota

Attendees

Attendees: Brandon, Michael E., Karin, Bob, Scott, Steven, Steven, Becca, Riley, Michael F., Dave, Laura and Pete M. via Skype. Becca ran meeting since Skype was being difficult.

Scribe

Bob Poate

Agenda

Old Business

- Reading of previous months' minutes
- Security Cameras
- Minne Faire 2013 (Riley and Laura)
- Q1 clean up / Member Storage clean out - report
- Monthly/weekly email update newsletter

New Business

- Month-to-Month vs. Auto Pay dues, eg.: $55 for autopay, $65 for month-to-month payments to reduce Brandon's workload
- Bank drafts (ACH) vs paypal?
- CNC gear
- Scholarship stuff that's not been done

Old Business

- Minutes read and accepted.
- Security cameras. Still no power. Brandon bringing in professional and it will get done. Okayed. Karin suggested getting 3 proposals. Need bonded and licensed. Voted to go with reliable contractor Brandon knows, passed.
- Minne Faire 2013 (Riley and Laura). Riley and Laura are co-chairing this year's Minne Faire. Blog has been posted and emails have gone out effective last week. Eventbrite has been set up. Material has been set up for sponsors. Sponsors want to know who else is sponsoring as confirmation that they're doing the right thing. Chris O. is handling flyers. Discussed evening entertainment - must card at the bar. Wristbands for various things. Want to get ticket money

coming in so we have money to finance Faire. 12 attendees have already signed up thru Eventbrite. Brandon does not want there to be a cover at the door for the evening - if we do it will look like we're charging for drinks. Brandon okayed a budget of $1,000 and is holding $2,000 in reserve. Budget is to cover tents, chairs, etc.

- Q1 clean up / Member Storage clean out - report. Jeff unable to be at meeting. Becca - clean up went awesome. Pretty sweet, lots of people cleaning out lots of stuff. Member storage looks alot better. Riley wanted to mention Becca spent a lot of time in one particular area and it showed great improvement. Michael F. pointed out that the basement turned out great. Eric offered that he can help us get rid of E-waste.

- Monthly/weekly email update newsletter. Scott wants stuff to go in newsletter so it can go out this weekend. Looking for paragraph sized bits. Riley will send Scott info about Minne Faire. Scott will use his editing powers to shorten anything that needs it.

- Time sheet for logging time. David discussed with Jeff, and will email follow up.

New Business

- Month-to-Month vs. Auto Pay dues, eg.: $55 for autopay, $65 for month-to-month payments to reduce Brandon's workload. Riley suggested instead of that, charging an extra $10 for a late fee. Much discussion. Committing to being on autopay is a good way to encourage members to not just join for a month, but to be ongoing. $10 processing/handling fee will start in June.

- Bank drafts (ACH) vs. Paypal? Automated Clearing House - bank draft that can electronically deduct members monthly fees, instead of charging through Paypal. Brandon points out that Paypal is pretty much universal, and it is automated. ACH is not automated. Brandon's software will not automatically put the charges through, and most other software systems are not automated, either. Switching to ACH would save us money. To maintain member's bank security, once account information is entered into system it is destroyed. We'd save about $1.50 per transaction by using ACH instead of using Paypal. Brandon has looked through the open source and freeware accounting software that could deal with automating charges. There may be some software that costs several hundred dollars that could do the job, but none that's free. Brandon will look into it.

- CNC gear. Peter, Pete and Matt just had a class with 15 people to use the CNC machines. The software that we have is cripplewear, the usable version is around $400. We already have it on the books that the instructors can donate their portions of fees to pay for capitol expenses, so they can buy useful CAM software, which they wish to do. If software is installed on TCM computers, software key will need to be tracked in case computer fails so that it can be installed on new machine. Scott will track, and also has several computers that can be brought in to use for CNC machines.

- Scholarship stuff that's not been done. David has started writing a document on the Wiki. People create a letter including why they should get a scholarship and include documentation. Students can get a document from their registrar to indicate that they are full-time students without including too much personal information. We need to have standardized guidelines to determine who can qualify and for how much. Needs to get done by next meeting; Becca will chair the committee and Karin and Michael F. will help.

- Task Management - Riley suggests we use Open Atrium. Riley will set up accounts for everyone and will have a training by the next Board Meeting. Riley also wanted to point out all the upcoming events both before and after Minne Faire (Northern Spark, CONvergence, Marscon, North Star Roller Girls, etc.), and how these will be good events to participate in and use to promote Minne Faire, Micro Faires, and TC Maker in general. These can also be tracked, planned and followed with Open Atrium.

- Women's Night - Karin. Very productive meeting in January. Have planned 12 months of meetings and activities and would like to request an up front budget of $50/month, and put up on Eventbrite events that will cost more than that, and use the ticket sales as a way to recover the money to fund further Women's Nights. The Eventbrite fees will not be mandatory for those who can't afford it. Brandon authorized the funds on his own prerogative. Women's Night is one of the many community outreach programs TC Maker participates in. Swap-O-Rama-Rama will be coming back.

- Brandon - People from North Dakota State University came through when he was in the shop. They want to start a makerspace in North Dakota.

- Brandon wants to create a staff position for membership (Michael E.). Membership is at least a half-time (or more) job. David asked how many staff positions we currently have (7), but several of the staff are paying dues even though they don't have to. Membership position would report to Brandon. Voted, approved. Michael E. is now approved as Membership Coordinator.

- Northern Spark - David. Submitted paperwork for TC Maker for 3 things to do at Northern Spark: siege engine, electronics workshop, and welding. Northern Spark is June 9 and begins at sundown. We've been accepted, and will find out what will best work there.

Next Meeting

- Tuesday, March 12, 2013

Next Meeting Agenda Items

- To be determined.

Adjournment

- The meeting was adjourned.