

Twin Cities Maker Meeting Minutes

September 14, 2011 at Hack Factory, Minneapolis, Minnesota

Attendees

Attendees: Wayne, Karen, Riley, Michael, Dave, Brandon, Bob

Scribe

Bob Poate

Business

- Previous minutes not read.
- Brandon proposed lowering key fob security deposit from \$50 to \$25. New key fobs are cheaper and will allow more people to have shop access. Refund to people who've paid \$50 or allow it to fade out? Discussion. Allow to fade out. New application form will take this rate into effect. Brandon will track different rates so that members will be reimbursed proper amount if they turn in their key fobs. Riley volunteers to answer people's questions regarding change. Lower fee change moved, passed unanimously.
- Department Head discussion. August monthly meeting Board authorized Temporary Department Heads, and would take suggestions from members for permanent Heads which would be approved in the September meeting. Steve is okay with being Department Head. Later: John S. okayed current Heads, Board also okayed. Jude suggested Building Maintenance Head position, and volunteered for same. Board voted and approved. Department Heads need to give Jude a list of things to get done. Consensus is that the Department Head project has been a great idea.
- Parking tickets, how are they working? Parking tag program is working well.
- 501(c) 3 update. Michael has a job now so he's less available, but things need to progress. Meetings will be arranged via email.
- Marketing minion Cheryl. Also interested in helping out with office work. Discussed giving her full membership for marketing work and office work, which will greatly help out Brandon.
- Shop/tool damage issues. John S. would like classes every Wednesday to keep people from easily breaking things. Cameras will not prove for sure who broke what. Suggested that if the tools were only for owners use and it wound up broken the responsibility of the repair is the owner's; if it's owned by TC Maker, the responsibility

and cost of the repair is TC Maker's. After further discussion, it seems to need to be taken on a case by case basis for the big equipment, sort of an extension of a parking ticket system. Shop signs will be created. Riley has a local Kinko's that has a plotter for printing signage cheaply; we need to order some paper for our plotter. John S - consumables? Plans are still in process.

- Springboard and School Factory discussion. No updates. Springboard was not asked to come to tonight's meeting, and School Factory hasn't responded to email questions that were sent last month.
- Road case with materials for events. Jeff is working on book. Riley and Jude would like to take on case project, so they'll both work on it. Maybe make 2 kits, one small one person kit, and a larger kit for bigger events.
- Members being unexcellent to one another. Discussed possibility of assigning official mediator(s) from among TCM membership. Attorney advised against it. That is a job for a trained counselor, and TCM could be open to litigation if the Board assigns a particular untrained member or members to intervene in member conflict resolution. Conflicts need to be worked out amongst members themselves.
- Members being paid to teach classes. If a teacher/independent contractor is paid more than \$600 per year as either money or as dues, those should be reported as income for the teacher. Should have an accountant (Springboard) look at it to advise. Most teachers have done the 50/50 split (which is the policy).
- Dues policy. Brandon wants it said that dues are do first of the month, 5 days grace period after the first, after that the key is shut off, after 30 days it's permanently deactivated. If people communicate to the Treasurer, Office Manager or any Board member there won't be a problem. Past due member won't be a member in good standing, but won't be out and key fob deposit will not be forfeited. View on case by case basis. If member is gone for more than 30 days, member's deposit is forfeited, and if they want to get a key fob member will have to pay another \$25.
- New forms are done and look awesome. Slight changes needed but Brandon will go with them.
- Other policy thing. Table til October.
- Action item workflow - Projects page.
- Events Worksheet. Table for next week.
- Wayne's agenda items:
 - King's Fair. Need some people to help out.

- Policy of handling large donations. Discuss on email and move to next month's agenda.

Next Meeting

- October 12

Next Meeting Agenda Items

- To be determined.

Adjournment

- The meeting was adjourned