

2023-11-29 Meeting of the Board of Directors

- 1 Time and Location:
- 2 Call to Order:
- 3 Consent Agenda
 - 3.1 CA1: Appoint Co-steward for Welding Shop (Jennifer Chu)
 - 3.2 CA2: 3D Printing - Purchase/Renew Chitubox Pro licenses (Scott Silvers)
 - 3.3 CA4: Emergency Repair to Laser Cutter (John Dubelko)
- 4 Approval of Prior Minutes
- 5 Officer Reports
 - 5.1 Chairperson:
 - 5.2 Secretary:
 - 5.3 Treasurer:
 - 5.4 President:
- 6 Committee Reports:
 - 6.1 Membership Committee (Mark Milsap)
 - 6.2 Marketing Committee (Jason Gilligan)
 - 6.3 Website Committee (Maggie Toth)
 - 6.4 Leesburg Facility Committee (Jessee Maloney)
 - 6.5 Purcellville Facility Committee (Dave Painter)
 - 6.6 Scheduling Committee (Jennifer Chu)
 - 6.7 Newsletter Committee (Melissa Kowalski)
 - 6.8 IT Committee (Scott Silvers)
 - 6.9 Maintenance Committee (Dave Painter)
 - 6.10 STEM Committee (Diane Painter)
 - 6.11 Standing Rules Committee (Jonathan White)
- 7 New Business
 - 7.1 NB1: 3D Printing - Replace Anycubic Photon Mono X Resin Printer (Scott Silvers)
 - 7.2 NB2: Laser Cutter Fees (John Dubelko)
- 8 Open Discussion
- 9 Adjournment

Time and Location:

7pm ET Virtual Meeting <https://meet.google.com/ica-fdvh-jje>

Call to Order:

Meeting called to order by Jonathan White at 7:02pm.

Board/Officer Name	Position	Term	Attendance (Y/N)
Jonathan White	Board Member, Chairperson	2023-2026	Y
Bev Murdock	Board Member, Secretary	2021-2024	Y
Mike DeWan	Board Member	2021-2024	Y
Brad Hess	Board Member	2022-2025	N (Proxy with J. White)
Jessee Maloney	Board Member	2022-2025	Y
Scott Silvers	Board Member	2023-2026	Y
Jennifer Chu	Board Member	2023-2024	Y
John Dubelko	Treasurer	2023-2024	Y
Adam "Squirrl" McClintock	President	2023-2024	Y

Consent Agenda

Any Board Member may make a motion in the Consent Agenda. The purpose of the Consent Agenda is to propose motions that have been discussed by Board Members in advance and/or are expected to pass without objection. If the item does not fit this description, it should be proposed in New Business. Discussion of Consent Agenda items should be done via Slack prior to the meeting. Any Board Member present at the meeting may request that an item be moved from the Consent Agenda to New Business. The motions in the Consent Agenda (after any items are moved to New Business) may be passed as a group if there are no objections. Any motion that requests spending \$250 or more must include a section on "Relevance to our tax exempt purpose".

CA1: Appoint Co-steward for Welding Shop (Jennifer Chu)

Issue: Jim Waldron, the current steward for the Welding Shop, would like John Johnson to be named as co-steward of the Welding Shop. John met with Jim and demonstrated proficiency and skill in welding. Jim has also signed off John as an instructor for gas, MIG, and TIG welding workshops.

Solution: Appoint John Johnson as co-steward of the Welding Shop

Motion: Move to appoint John Johnson as co-steward of the Welding Shop

CA2: 3D Printing - Purchase/Renew Chitubox Pro licenses (Scott Silvers)

Issue: As part of the Elegoo Jupiter purchase we received one free year of the Chitubox Pro slicer which we use for our resin printers. The one year period has expired and we can no longer use this version of the software.

Solution: Purchase a new one year license for Chitubox Pro for Teams/Groups. This will allow installation on up to five computers. Maximum cost is \$299/year, but it is currently (as of 11/21/2023) on sale at 50% off.

Relevance to Tax Exempt Status: None

Motion: Move to allocate \$160 for purchase of Chitubox Pro license

CA3: Change Schedule for December Board Meeting (Jonathan White)

Issue: The December Board Meeting is currently scheduled for 12/27/2023. Many people will be traveling.

Solution: Shift the December meeting to the previous week.

Relevance to Tax Exempt Status: None

Motion: Move to hold the December 2023 Board of Directors meeting at 7pm on December 20, 2023

CA4: Emergency Repair to Laser Cutter (John Dubelko)

Issue: Laser cutting had a critical break down and required \$2,444.16 in repairs

Solution: Approve \$1,144.16 to be added to the Leesburg Maintenance budget for November. This amount and the \$1,300 approved in Sep will cover the repair bill.

Relevance to Tax Exempt Status: None

Motion: Add an additional \$1,144.16 to the Leesburg Maintenance budget for November.

Vote for Consent Agenda: Motion carries by voice vote

Approval of Prior Minutes

[2023-10-25 Meeting of the Board of Directors](#)

Vote: Motion carries by voice vote

Officer Reports

Chairperson:

Verbal report, welcome to

Secretary:

- Verbal - Election Update
- Election Stats:
- 257 eligible voters
- Quorum was 86 votes, 95 were cast
- Jennifer Chu elected by a majority vote

Treasurer:



2023-09 Fin Report.pdf



2023-10 Fin Report.pdf

Draft operating plan open for input

President:

Socials may be less frequent

Committee Reports:

Membership Committee (Mark Milsap)



Board Membership...- 2023-11-22.pdf

Marketing Committee (Jason Gilligan)

- MAGFest registration coming along well; so far we have:
 - 16 volunteers
 - 2 panels
 - 2 activities
- Annual membership survey will be conducted later in 2024, targeting June through August so that results are ready by October 2024 for planning purposes
 - this was one of the suggested changes from last year that I agree with, but timing did not work out to implement it for 2023

Website Committee (Maggie Toth)

No update

Leesburg Facility Committee (Jessee Maloney)

Lots of help needed to finish transitioning Leesburg space (with new laser in place)

Door still leaks - landlord working on it since last repair wasn't successful

Purcellville Facility Committee (Dave Painter)

From Jonathan on behalf of Dave Painter:

- All lower building rooms now being utilized.
- Donated mini splits will be used to further condition the rooms.
- Craft room now has work benches and the laser installed, and is actively being used
- Cabinet class planned to help make cabinets for green room
- Large extraction fan donated that can eventually go into blasting/powder coating room
- Gate was repaired by Town, working well

Scheduling Committee (Jennifer Chu)

- No update
- Reminder that Instructor is to reserve any tools required for a class

Newsletter Committee (Melissa Kowalski)

IT Committee (Scott Silvers)

- Working on planning for budget

Maintenance Committee (Dave Painter)

STEM Committee (Diane Painter)

Standing Rules Committee (Jonathan White)

New Business

NB1: 3D Printing - Replace Anycubic Photon Mono X Resin Printer (Scott Silvers)

Issue: The Anycubic Photon Mono X resin printer at Leesburg broke earlier this year. Attempts have been made to fix it but have not been successful. This is our mid-sized 3D resin printer with a build volume between that of the Mars 3 Pro and the Jupiter and was used frequently before it failed. We now have a gap in capabilities for resin printing

Solution: Purchase an Elegoo Saturn 3 12K resin printer. This is similar in build volume to the Mono X so it will give us back the mid size printing capability that we are currently lacking. Current sale price is \$379 shipping included.

Relevance to Tax Exempt Status: None

Motion: Move to allocate \$380 for purchase of Elegoo Saturn 3 12K

Vote: Motion carries by voice vote

NB2: Laser Cutter Fees (John Dubelko)

Issue: To have a 3 yr return on the \$25,000 investment in the new laser cutters, fees would need to go up to \$10. This is based on actual usage over the last few years.

Solution: Approve fee change on the laser cutters to \$10.

Relevance to Tax Exempt Status: None

Motion:

- NB2a: Move to waive 7 day advance notice
Vote: Motion carries by voice vote
- NB2b: Move to change the fee on the laser cutter to \$10 an hour for members. Keep the first hour a month free to members. Make this effective on 1 Jan 2024.
Vote: Motion carries by voice vote
- NB2c: Move to waive 7 day advance notice
Vote: Motion carries by voice vote

- NB2d: Move to change the fee on the laser cutter to \$55 an hour for non-members. Make this effective on 1 Jan 2024.
Vote: Motion carries by voice vote

Open Discussion

1. Capital Planning
 - a. Facility Manager to meet with stewards, etc. for input. (Leesburg has initial draft already)
 - b. January/February work to develop an initial "comprehensive" plan
 - c. Squirrl volunteers to work on 1 and 5 year plan
2. Foundational skills
 - a. A lot of members would benefit from some foundational classes such as vector drawing, Illustrator, Blender, Fusion 360, Inkscape, Corel
 - b. These foundational skills are prerequisites to successful usage of many tools
 - c. We have a volunteer that might be able to do Illustrator and Blender classes and another for Fusion 360
 - d. Lightburn might be another good class to offer those interested in the lasers
3. Membership Fees
 - a. Need to begin to think about membership fees
 - b. Any changes require substantial lead time/notice period
 - c. Inflation has driven up costs, especially on consumables
 - d. Talk about it over the next month or so

Adjournment

Meeting adjourned by Jonathan White at 8:35pm