

2023-12-20 Meeting of the Board of Directors

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- 2 Call to Order:
 - 2.1 PM1: Appoint Temporary Chair for Duration of Meeting (Beverly Murdock)
- 3 Consent Agenda
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- 5 Officer Reports
 - 5.1 Chairperson:
 - 5.2 Secretary:
 - 5.3 Treasurer:
 - 5.4 President:
- 6 Committee Reports:
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 - 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 Unfinished Business
 - 7.1 OB1: TITLE (Person Proposing)
- 8 New Business
 - 8.1 NB1: Operating Budget for 2024 (John Dubelko)
 - 8.2 NB2: Replace Drum Sander in Leesburg (Jessee Maloney)
- 9 Open Discussion
- 10 Adjournment

Time and Location:

7pm ET Virtual Meeting

Call to Order:

Meeting called to order by Beverly Murdock (Secretary) at 7:02pm.

Board/Officer Name	Position	Term	Attendance (Y/N)
Jonathan White	Board Member, Chairperson	2023-2026	N
Bev Murdock	Board Member, Secretary	2021-2024	Y
Mike DeWan	Board Member	2021-2024	Y (7:05pm after CA)
Brad Hess	Board Member	2022-2025	Y
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	N

Procedural Motion

PM1: Appoint Temporary Chair for Duration of Meeting (Beverly Murdock)

Issue: The chair, Jonathan White, is unable to attend the meeting on 12/20/23 and provided his proxy to the Secretary, Beverly Murdock. The President is traveling and not able to attend. In accordance with Roberts Rules, the secretary opens the meeting, and if the President is also absent, calls for a temporary chair for the duration of the meeting.

Solution: In addition to opening the meeting, the Secretary can fulfill the Chair's responsibilities for the meeting.

Motion: Move to appoint Beverly Murdock Chairperson Pro Tem for the duration of the 12/20/23 Board Meeting.

Vote: Motion carries by voice vote

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: Fusion360 Licenses (Scott Silvers)

Issue: The stewards and trainers for the Tormach, Big Red, & EBF CNCs have requested that we add fully licensed versions of Fusion360 to some of our PCs. The free version of Fusion360 for personal use while helpful only has a limited feature set. A paid license is needed to unlock additional features of Fusion360 for the Tormach, Big Red, & EBF CNCs, especially with some of the planned future upgrades.

Solution: Through TechSoup we can purchase a 1 year subscription license of Fusion360 for Teams/Groups for only \$40 for a single installation. Recommend purchasing 4 licenses (3 for MSL, 1 for MSP).

Relevance to Tax Exempt Status: None

Motion: Move to allocate \$160 for purchase of Fusion360 licenses

CA2: Terminate the Maintenance Committee (Beverly Murdock))

Issue: The maintenance committee was primarily focused on Purcellville. Leesburg maintenance is addressed as party of the Leesburg facility committee. The same model can be applied to both facilities.

Solution: To reduce overhead, the maintenance committee should be consolidated into the existing Purcellville Facility Committee.

Relevance to Tax Exempt Status: None

Motion: Move to terminate the Maintenance Committee and consolidate any efforts into the respective facilities committees. Further move for facility managers to provide a very brief written update to the Board seven days prior to each regular Board meeting.

Vote: Motion carries by voice vote

Approval of Prior Minutes

[2023-11-29 Meeting of the Board of Directors](#)

Vote: Minutes approved by voice vote

Officer Reports

Chairperson:

No report

Secretary:

No report

Treasurer:



2023-11.pdf

President:

No report

Committee Reports:

Membership Committee (Mark Milsap)

Marketing Committee (Jason Gilligan)

Website Committee (Maggie Toth)

Leesburg Facility Committee (Jessee Maloney)

Purcellville Facility Committee (Dave Painter)

Scheduling Committee (Jennifer Chu)

Newsletter Committee (Melissa Kowalski)

IT Committee (Scott Silvers)

Maintenance Committee (Dave Painter)

STEM Committee (Diane Painter)

Standing Rules Committee (Jonathan White)

Unfinished Business

OB1: TITLE (Person Proposing)

Issue:

Solution:

Relevance to Tax Exempt Status:

Motion:

Vote: xxx

New Business

NB1: Operating Budget for 2024 (John Dubelko)

Issue: The organization need to be able to track it's projected revenues and expense for 2024.

Solution: The Treasurer has prepared an operations budget for 2024 based on actuals from 2023 and input from other board members.

Relevance to Tax Exempt Status:

Motion: Approve the the 2024 Operations budget that will allow the Treasurer and Bookkeeper to accept revenues and make payments on behave of the organization based on this budget.



2024 Makersmiths B...dget draft v2.xlsx

Vote: Motion carries by voice vote

NB2: Replace Drum Sander in Leesburg (Jessee Maloney)

Issue: The drum sander in Leesburg is not working. It is also a co-located piece of equipment. Where possible, we have been replacing co-located equipment with Makersmiths owned and maintained equipment.

Solution: Purchase a new drum sander (FILL IN DETAILS HERE AS TO PURCHASE PRICE AND SPECIFICATIONS)

Relevance to Tax Exempt Status: None

Motion: Move to allocate an amount not to exceed \$XXX from the equipment reserve fund for purchase of a new (insert equipment name here) drum sander, to be coordinated between the facility manager and the woodshop steward.

Vote: Continue to January to allow further research

Open Discussion

Discussion on missing waivers and or need for updated waivers (Mark Milsap)

Discuss next time access control boxes (Jim Waldron)

Adjournment

Meeting adjourned by Beverly Murdock at 7:54pm