

# 2019-12-18 Meeting of the Board of the Directors - Agenda /Minutes (CLOSED)

- 1 Time and Location:
- 2 Consent Agenda
  - 2.1 CA1 Description (Submitter's Jessee Maloney)
- 3 Prior minutes
- 4 Officer Reports:
  - 4.1 Chairman
  - 4.2 Secretary: None
  - 4.3 Treasurer
- 5 Member Reports:
- 6 Committee Reports:
  - 6.1 New Member Orientation Committee (Chairperson Jessee Maloney)
  - 6.2 Membership Committee (Chairperson Mark R Millsap)
  - 6.3 Social Outreach Committee: (Chairperson Jessee Maloney)
  - 6.4 Leesburg Facility Committee (Chairperson Brad Hess)
  - 6.5 Purcellville Facility Committee (Chairperson Tom Hill)
  - 6.6 Scheduling Committee (Chairperson Diane DeMott Painter)
  - 6.7 Special Projects Committee (Chairperson Mike Werling)
  - 6.8 Welding Committee (Chairperson Arthur 'Skip' Smith)
  - 6.9 Newsletter Committee (Chairperson Erin Werling)
  - 6.10 IT Committee (Chairperson Michael James)
  - 6.11 Video Committee (Chairperson Adam "Squirri" McClintock)
  - 6.12 Environmental and Safety Committee (Chairperson David Lang)
  - 6.13 Custom Frame Shop Committee (Chairperson Anthony Lesink)
- 7 Old Business:
  - 7.1 OB1 Custom Frame Shop Phased Approach (@Anthony Lesink)
- 8 New Business:
  - 8.1 NB1 Description (John Dubelko)
  - 8.2 NB2 Custom Frame Shop Equipment Loan (David Lang)
  - 8.3 NB3 Makersmiths Radio Club Proposal (David Lang)
- 9 Adjournment
- 10 Minutes:
  - 10.1 NB3 Makersmiths Radio Club Proposal (David Lang)
- 11 Action Items:
- 12 Approved Spending Tracking:

## Time and Location:

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December 18, 2019 at 7:00PM at 785 S.20th . Street, Purcellville, VA

## Consent Agenda

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Newly proposed agenda items appear in the consent agenda. Any member present at the meeting may pull an item out of the consent agenda for discussion, at which point it goes under "New Business". If nobody objects to the solutions presented by the consent agenda, everything in the consent agenda passes by consensus. Items that have more than one proposed solution should be moved to the "New Business" section.

Any member may edit this wiki page and place an item on the agenda. However, discussion of agenda items should be done via Slack. **The cut-off time for addition to or revision of the consent agenda items is 48 hours prior to the meeting.** Please note, agenda items (Consent, New, or Old) that request spending \$250 or more must include a section on "Relevance to our tax exempt purpose".

### CA1 Description (Submitter's Jessee Maloney)

**Problem:** I need to step down as chair of the New Member Orientation Committee due to family life

**Solution:** I propose combining New Member Orientation with the Membership Committee. This way one committee takes care of all the on boarding and there is no confusion. I will transfer all files and slides over to Mark Millsap and make sure the transition is seamless.

**Relevance to our tax exempt status:** none.

**Motion:** I motion that Jessee Maloney be taken off the roster as chair of the New Member Orientation Committee and that the Committee be blended with the Membership Committee which Mark Millsap is chair of.

## Prior minutes

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2019-12-18 Meeting of the Board of the Directors - Agenda/Minutes (CLOSED)

## Officer Reports:

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**Chairman**

**Secretary:** None

**Treasurer**

**Financial Statement**

## Member Reports:

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## Committee Reports:

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**New Member Orientation Committee (Chairperson [Jessee Maloney](#))**

**Membership Committee (Chairperson [Mark R Millsap](#))**

**Social Outreach Committee: (Chairperson [Jessee Maloney](#))**

**Leesburg Facility Committee (Chairperson [Brad Hess](#))**

**Purcellville Facility Committee (Chairperson [Tom Hill](#))**

**Scheduling Committee (Chairperson [Diane DeMott Painter](#))**

No committee meeting in December but the following actions were taken by committee members:

1. Jennifer Chu programmed iPads to add red tool classes and other recurring events that have a fee.
2. Diane added to the WA schedule red tool classes for Jan and Feb in MS-L
3. For Computer Science Education Week, Diane Painter and Ralph Pugh hosted two open houses on Dec. 14 for LCPS coding students. Thirteen families attended.
4. We need members of our committee who will attend each month's meeting to help us double-check dates, times, etc. on the Events and Calendar section of WA. The next meeting is at MS-L Jan. 28 at 7PM.

**Special Projects Committee (Chairperson [Mike Werling](#))**

**Welding Committee (Chairperson [Arthur 'Skip' Smith](#))**

**Newsletter Committee (Chairperson [Erin Werling](#))**

**IT Committee (Chairperson [Michael James](#))**

**Video Committee (Chairperson [Adam "Squirr!" McClintock](#))**

**Environmental and Safety Committee (Chairperson [David Lang](#))**

- Wiki page created
- Danger tags and lock-out locks received
  - Locks: 2 for MS-L, 2 for MS-P, 2 for Committee Chair (all keyed the same)
  - Policy and procedure to be drafted

**Custom Frame Shop Committee (Chairperson [Anthony Lesink](#))**

- Wiki page created
- Demolition of space (removal of extraneous wall and ceiling mounted equipment and devices) complete

## Old Business:

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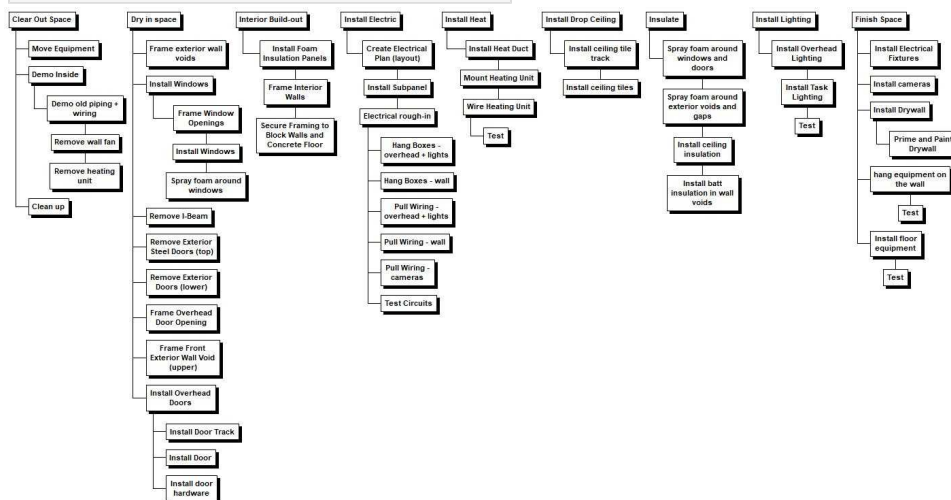
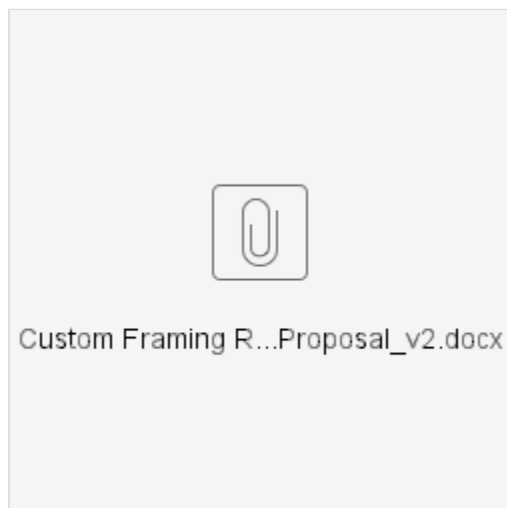
**OB1 Custom Frame Shop Phased Approach (@Anthony Lesink)**

**Problem:** On Dec 1st the BoD requested a phased approach to the build-out of the Custom Frame Shop at MS-P

**Solution:** Provide a phased approach (see attached)

Relevance to our tax exempt status: N/A

Proposed Motion: Approve the phased approach



## New Business:

### NB1 Description (John Dubelko)

**Problem:** New Budget is need for FY20

**Solution:** See Attached

**Relevance to our tax exempt status:**



2019-11-26 Maker...0 Budget v1.xlsx

**Proposed Motion:** Pass the Draft FY20 Budget

### **NB2 Custom Frame Shop Equipment Loan (David Lang)**

**Problem:** The Custom Frame Shop does not have all the needed equipment nor funds to purchase equipment

**Solution:** Accept the attached loan offer

**Relevance to our tax exempt status:** N/A

**Proposed Motion:** Accept the attached loan offer



Custom Fram Sho...pment Loan.docx

### **NB3 Makersmiths Radio Club Proposal (David Lang)**

**Problem:** Makersmiths is missing an opportunity to support local radio, electronics, and STEM activities

**Solution:** Establish a Makersmiths Amateur Radio Club

**Relevance to our tax exempt status:** Supports community STEM education and emergency communications

**Proposed Motion:** Approve the attached proposal



Makersmiths Radio...b Application.pdf



Makersmiths Radi...ub Proposal.docx

## Adjournment

## Minutes:

### ==Minutes==

7:15PM Call to Order

Attendance:

| Name                                              | Position                  | Board Class | Roll Call |
|---------------------------------------------------|---------------------------|-------------|-----------|
| Brad Hess ( <a href="#">Brad Hess</a> )           | Board Member, Chairperson | 2           | Excused   |
| Brandon Bullis ( <a href="#">Brandon Bullis</a> ) | Board Member, Secretary   | 1           | Present   |
| Dave Painter ( <a href="#">David Painter</a> )    | Board Member              | 3           | Present   |
| James Waldron ( <a href="#">James Waldron</a> )   | Board Member              | 2           | Present   |
| Mark Millsap ( <a href="#">Mark R Millsap</a> )   | Board Member              | 3           | Present   |
| Erin Werling ( <a href="#">Erin Werling</a> )     | Board Member              | 1           | Present   |
| Michael James ( <a href="#">Michael James</a> )   | Board Member              | 1           | Excused   |

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\*\*\*CONSENT AGENDA - \*\*\*

Passed by consensus

**\*\*OLD BUSINESS\*\***

OB1 Topic

- AS WRITTEN: Custom Frame Shop Phased Approach ([user-17f4a](#))

- DISCUSSION:

- Speakers: There was a lot of discussion about what the needed budget would be to clean up and fix the lower building to make it a suitable space to inhabit

- After much discussion about specifics to what was needed, the board and participating members settled in on \$3500.

- Motion: Approve \$3500 to buildout Lower Building rooms designated as Frame Shop.

- Proposed by: [Mark R Millsap](#)

- Seconded by: [Brandon Bullis](#)

-Call for vote

- In favor: Unanimous

- Opposed: None

- Abstain: None

- Motion Pass/Fail: PASS

**\*\*NEW BUSINESS\*\***

NB1 Topic: New Budget is Needed for FY20

Item pushed to January Board Meeting.

**NB2: Custom Frame Shop Equipment Loan**

- AS WRITTEN: "Accept the attached loan offer"

**- DISCUSSION:**

- Speakers: Board generally liked the idea of the accepting the equipment loan but had concerns about the specifics on how the proposed agreement worked. Guidance was given and [David Lang](#) was going to go back to offeror and see if alternative deals could be negotiated. Item will be brought back to board in future.
- Item Failed to bring Vote.

**Motion: Approve \$3500 to buildout Lower Building rooms designated as Frame Shop.**

- Proposed by: [Brandon Bullis](#)

- Seconded by: [user-eefcb](#)

-Call for vote

- In favor: Unanimous
- Opposed: None
- Abstain: None
- Motion Pass/Fail: PASS

**3: Radio Club**

**NB3 Makersmiths Radio Club Proposal ([David Lang](#))**

- As Written **Motion:** Approve the attached proposal



Makersmiths Radio...b Application.pdf



Makersmiths Radi...ub Proposal.docx

**-Discussion:**

**Speakers:**

[Brandon Bullis](#) : Wanted to know the difference between and "Club" and "Committee" and was told there really isn't any difference.

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Next meeting set for 1/29/2020 at 7:00PM at 106 Royal Street NE, Leesburg, VA

8:27PM Meeting called to close

## Action Items:

| Status                   | Item Description | Responsible Party |
|--------------------------|------------------|-------------------|
| <input type="checkbox"/> |                  |                   |
| <input type="checkbox"/> |                  |                   |
| <input type="checkbox"/> |                  |                   |

|                          |  |  |
|--------------------------|--|--|
| <input type="checkbox"/> |  |  |
| <input type="checkbox"/> |  |  |

Approved Spending Tracking:

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| Amount | To | From |
|--------|----|------|
|        |    |      |
|        |    |      |
|        |    |      |
|        |    |      |
|        |    |      |