

2021-11-16 Meeting of the Board of Directors

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 - 8.2 NB2: Approval of Leesburg Electrical Work (user-eefcb)
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- 9 Open Discussion
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Time and Location:

November 16th at 7:00PM - Virtual Meeting on Google Meet

Call to Order:

Meeting called to order by Dave Painter at 6:58PM.

Board/Officer Name	Position	Term	Attendance (Y/N)
Brad Hess	Board Member	2019-2022	Y
Bev Murdock	Board Member	2021-2024	Y
Dave Painter	Board Member, Chairperson	2020-2023	Y
James Waldron	Board Member	2019-2022	Y
Jonathan White	Board Member, Secretary	2020-2023	Y
Scott Newman	Board Member	2021-2024	Y
Mike DeWan	Board Member	2021-2024	Y
John Dubelko	President	2020-2021	Y
Mary Waldron	Treasurer	2020-2021	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. **The cut-off time for addition to or revision of a Consent Agenda motion is 48 hours prior to the meeting.** Any motion that requests spending \$250 or more must include a section on "Relevance to our tax exempt purpose".

Approval of Prior Minutes

[2021-10-27 Meeting of the Board of Directors](#)

[user-eefcb](#) Motion to correct the prior meeting minutes to clarify the work that the Leesburg Electrical Committee would perform (*italics is the addition*): Jim Waldron move to amend the motion to create at Leesburg Electrical Committee, Jim Waldron to chair, to report to the Board by November 11th *with an estimate for the work as per the Slack proposal*.

Vote: Motion carried by voice vote and prior minutes amended.

[2021-11-07 Special Meeting of the Board of Directors](#)

[Scott Newman](#) Motion to change the Adjournment time to 7:06 and move the Open Discussion below the adjournment of the meeting.

Vote: Motion to amend carried by voice vote and prior minutes amended.

Officer Reports

Chairperson:

No report this month

Secretary:

No report this month.

Treasurer:



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Committee Reports:

Membership Committee (Scott Newman)



Board Membership...Nov 20211108.pdf

Marketing Committee (Chuck Whitacre)

Website Committee (Jessee Maloney)

Jessee Maloney provided a website committee update.

Leesburg Facility Committee (Jessee Maloney)

Jessee Maloney provided a Leesburg Facility update.

Purcellville Facility Committee (Tom Hill)

Dave Painter provided a Purcellville Facility update.

Scheduling Committee (John Dubelko)

John Dubelko provided a Scheduling Committee update.

Newsletter Committee (Melissa Kowalski)

No Committee report this month.

IT Committee (Michael James)

No Committee report this month.

Video Committee (Squirrl McClintock)

No Committee report this month.

Custom Frame Shop Committee (Teresia Scott)

Teresia will be stepping down on December 1st.

Special Projects Committee (OPEN)

No Committee report this month.

Radio Club Committee (Allon Stern)

No Committee report this month.

Unfinished Business

No Unfinished Business to work on at this meeting.

New Business

NB1: Renewal of Purcellville Lease ([user-eefcb](#))

Issue: Renewal of Purcellville Lease. The town of Purcellville has been somewhat less than responsive to our requests for phone calls, messages, and meetings necessary for the renewal of our Lease for the MS-P facility.

Solution: Revise the existing Lease (removing those parts we no longer desire that were part of the initial term - i.e. work on and capital investment in the building, term of agreement, other items), execute the lease and send it to the town of Purcellville for their signature. Said least to renew at the existing rate.

Relevance to Tax Exempt Status: None

Motion: Move that the Board revise our existing Lease, execute that document and send to the town of Purcellville for their execution. Lease to be renewed at the existing rate. This revised document to be sent to Purcellville before the end of the year.

Scott moved to amend the motion to appoint a Lease Committee to review both Leesburg and Purcellville leases and produce red lined lease documents 7 days before the next Board Meeting. Dave Painter, Scott Newman, Bev Murdock and Brad Hess to serve on the Committee.

Motion seconded.

Vote: Motion carried by voice vote.

NB2: Approval of Leesburg Electrical Work ([user-eefcb](#))

Issue: Resolve some of the electrical issues for the wood and metal shop as per the slack proposal charged to the Leesburg Electrical Committee created at the 10/27 Board meeting.

Solution: Estimate for work was posted ahead of schedule in Slack on November 2nd. NOTE: This estimate does not encompass the entire Leesburg Electrical Requests. This estimate only addresses those items as designated to the committee. Other Electrical work to follow and/or be budgeted for next year. Delivery of the estimate ends this committee's obligation.

Relevance to Tax Exempt Status: None

Motion: Move that the Board approve \$3,500.00 for the work outlined in estimate 876964 from CS Contracting and Electrical LLC.

Motion seconded.

Vote: Motion carried by voice vote.

NB3: Budget for Machine Access Control Boxes ([user-eefcb](#))

Issue: Budget Needed for Machine Access Boxes following successful beta. Will be fitted to the following 22 machinery items;

- **Leesburg:** Table Saw, Planer, Jointer, Miter, Laser, UV Printer, Big Red, Tormach.
- **Purcellville:** Big sander, Planer, Jointer, Table saw, EBF, Miter Saw, Lathe, Gorton, Surface Grinder, Mig1, Mig2, Mig Hobart (110V), Tig, Plasma cutter, blast cabinet.

Solution: Approve a budget request of \$3,900.00 to complete the machine access controls project. Budget includes necessary development hardware (iPhone and iMac (\$450 used refurbished units). Projected completion (installed and working) by the end of May 2022.

Note: For some few machines (i.e. Laser and UV printer are examples) the difference between 'On' current and 'Printing or Cutting' current is not enough to automatically shut off the machine based on low current consumption (machine not in use). These machines will have to be turned off by the application (this was already a feature of the prototype and demo).

Relevance to Tax Exempt Status: None

Motion: Move that the Board approve \$3,900.00 to complete the machine access controls project.

Motion seconded.

Vote: Motion carries by voice vote. Jim abstained.

NB4: Dust Collector Repairs/Improvements in Leesburg ([Michael DeWan](#))

Issue: Some reconfiguration of the dust collection piping in the Leesburg woodshop will be necessary when the larger collector is installed.

Solution: Split the existing piping into 2 separate runs using the existing piping to the extent possible and installing piping to two ports on the new collector. The new connections will require some additional PVC tubing, clamps, and elbows.

Relevance to our Tax Exempt Status: None

Motion: Move to approve the purchase of PVC tubing, clamps, and elbows in the amount of \$150.

Motion seconded.

Motion to amend the overall value to \$300 to include providing dust collection to the turning room.

Motion seconded.

Vote: Motion carries by voice vote.

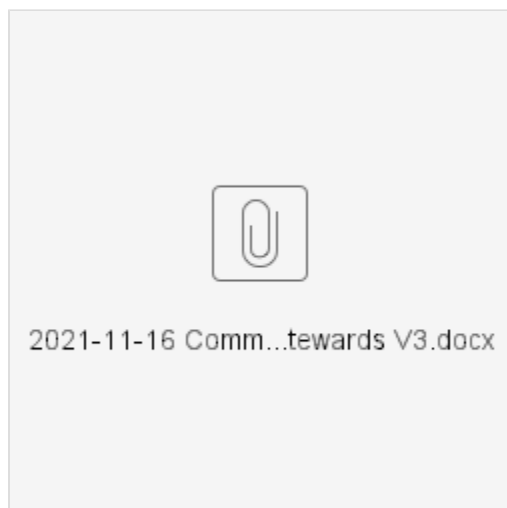
NB5: Approve List of Stewards ([John Dubelko](#))

Issue: The stewards need to be identified by the Board of Directors according to the new By-laws 4.11.3

Solution: Accept the attached list of stewards.

Relevance to Tax Exempt Status: None

Motion: Move to approve the following list of members as tool stewards.



Motion seconded.

Vote: Motion carries by voice vote.

NB6: Funding of Facility and Machine Reserve Accounts

Issue: Mechanism for distributing new dollars to the Facility and Machine Reserve Accounts

Solution: Direct the treasurer to move, at the end of each month concurrent with the preparation of the financial statements and approval of the Directors at the monthly meeting, any surplus bank balance dollars above \$30,000.00 to the Facility and Machine Reserve Accounts - split evenly between both accounts. (If the amount does not divide evenly (an odd number of cents) the Treasurer will determine which account gets the extra penny.) If no surplus exists, no distribution will be made. The Directors may, based on projected financial need, direct the Treasurer to not make a distribution in any given month.

Relevance to Tax Exempt Status: None

Motion: I move that the Treasurer be directed to move, at the end of each month concurrent with the preparation of the financial statements and approval of the Directors at the monthly meeting, any surplus bank balance dollars above \$30,000.00 to the Facility and Machine Reserve Accounts - split evenly between both accounts. (If the amount does not divide evenly (an odd number of cents) the Treasurer will determine which account gets the extra penny.) If no surplus exists, no distribution will be made. The Directors may, based on projected financial need, direct the Treasurer to not make a distribution in any given month.

Vote to waive 7 day notification requirements: Motion carries by 2/3 voice vote.

Motion seconded.

Vote: Motion carried by voice vote.

Open Discussion

- Jim asked that Board Members be reminded that they are due to submit their proposed future plans by the end of November.

- Frame Shop Discussion



MSP frame shop.docx

- Reminder to everyone to review proposed budget posted in #boardtalk channel to vote on at December Meeting.

Adjournment

Meeting adjourned by Dave Painter at 9:06 PM.