

2022-02-23 Meeting of the Board of Directors

- 1 Time and Location:
- 2 Call to Order:
 - 2.1 Consent Agenda
- 3 Approval of Prior Minutes
- 4 Officer Reports
 - 4.1 Chairperson:
 - 4.2 Secretary:
 - 4.3 Treasurer:
- 5 Committee Reports:
 - 5.1 Membership Committee (Scott Newman)
 - 5.2 Marketing Committee (Chuck Whitacre)
 - 5.3 Website Committee (Jessee Maloney)
 - 5.4 Leesburg Facility Committee (Jessee Maloney)
 - 5.5 Purcellville Facility Committee (Tom Hill)
 - 5.6 Scheduling Committee (John Dubelko)
 - 5.7 Newsletter Committee (Melissa Kowalski)
 - 5.8 IT Committee (Michael James)
 - 5.9 Video Committee (Squirri McClintock)
 - 5.10 Custom Frame Shop Committee (Anthony Lesink)
 - 5.11 Maintenance Committee (Dave Painter)
 - 5.12 Future Planning Committee (Jim Waldron)
 - 5.13 Special Projects Committee (OPEN)
- 6 Unfinished Business
 - 6.1 OB1: TITLE (Person Proposing)
- 7 New Business
 - 7.1 NB1: Locker for Tool Steward Use (user-eefcb)
 - 7.2 NB2: Purchase Color Printer/Copier/Scanner (user-eefcb)
- 8 Open Discussion
- 9 Adjournment

Time and Location:

Meeting begins at 7:00, held virtually.

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".

CA1: Heat and Mug Press Tool Steward (John Dubelko)

Issue: The heat press and mug presses do not have a tool steward

Solution: Laura Neuman has volunteered to fill this role and has been trained on them.

Relevance to Tax Exemption Status: None

Motion: Laura Neuman be appointed the steward of the heat press and mug presses at Leesburg

Vote: Approved by voice vote.

Approval of Prior Minutes

[2022-01-26 Meeting of the Board of Directors Minutes](#)

Motion seconded.

Vote: Approved by voice vote.

Officer Reports

Chairperson:

Dave provided chairperson's report. Discussed Purcellville lease. We have an asset manager assigned.

Secretary:

No report this month.

Treasurer:



2022-1-31 (Revised).pptx

Committee Reports:

Membership Committee (Scott Newman)



Board Membershi...eb 20220222.pdf

Marketing Committee (Chuck Whitacre)

Scott gave an update for the Marketing committee meeting.

Website Committee (Jessee Maloney)

Jessee provided a committee update.

Leesburg Facility Committee (Jessee Maloney)

Jessee provided a committee update.

Purcellville Facility Committee (Tom Hill)

Dave Painter gave an committee update

Scheduling Committee (John Dubelko)

John gave a committee update.

Newsletter Committee (Melissa Kowalski)

No committee report this mont.

IT Committee (Michael James)

No committee report this month.

Video Committee (Squirrl McClintock)

No committee report this month.

Custom Frame Shop Committee (Anthony Lesink)

No committee report this month.

Maintenance Committee (Dave Painter)

No committee report this month.

Future Planning Committee (Jim Waldron)

Jim gave a committee update.

Special Projects Committee (OPEN)

Unfinished Business

OB1: TITLE (Person Proposing)

Issue:

Solution:

Relevance to Tax Exempt Status:

Motion:

New Business

NB1: Locker for Tool Steward Use ([user-eefcb](#))

Issue: Tool Stewards need a secure place to store machine repair parts and tools, as well as some class materials.

Solution: Provide one of our lockers on a 'no charge' basis to those tool stewards needing this capability. To be coordinated and approved by the President. If approved, the policy will go into effect and an update will be made to Bylaws/Standing Rules as necessary for approval at the next board meeting.

Relevance to Tax Exempt Status: None.

Motion: Move that those tool stewards needing secure storage for tools needed for the maintenance of machines be granted a no charge locker. This locker grant to be controlled and coordinated by the President.

Motion seconded.

Vote: Motion passed by voice vote.

NB2: Purchase Color Printer/Copier/Scanner ([user-eefcb](#))

Issue: We are paying a premium price to have the color printer/copier/scanner at Leesburg. Over \$1,500.00 last year. There are no letter printing capabilities at Purcellville.

Solution: Purchase our own color laser printer/copier/scanner for Leesburg and a black and white laser printer for Purcellville.. Authorize up to \$700 for purchase of color laser printer/copier/scanner and \$200 for black and white laser printer. Both devices to be wi-fi capable.

Relevance to Tax Exempt Status: None

Motion: Move to authorize up to \$700 for a color printer/copier/scanner for Leesburg and \$200 for purchase of a black and white laser printer for Purcellville.

Motion seconded.

Move that this issue is referred to the IT Committee for report back at the next committee meeting.

Motion seconded.

Vote: Motion passed by voice vote.

NB3: Helical Cutters for Purcellville Jointer and Planer ([David Painter](#))

Issue: The jointer and planer are among the most popular tools in the MSP wood Shop but both machines are in desperate need of heavy maintenance and replacement of normal wear parts such as knives and bearings. Because of their heavy usage and unsupervised operation the knives(blades) require frequent replacement at a cost of approximately \$300 every three to four months.

Solution: Replace the cutter heads on both machines with Byrd/Shellix heads which use individual carbide inserts rather than the HSS straight blades that are currently fitted to the machines. This upgrade benefits Makersmiths in several ways; when someone runs a piece of wood through the machine and nicks the cutter the entire blade is damaged and requires replacement. With carbide inserts only the few inserts that are damaged need attention and because each insert has four cutting edges the insert can simply be rotated to a fresh side rather than being replaced. In addition, carbide inserts are said to last 5-15 times longer than HSS knives. Changing inserts is also very quick and is much simpler than changing knife blades. An additional benefit is that the Byrd/Shellix heads run much more quietly than the old HSS knife blades. Upgrading the heads on these machines will result in less downtime and much improved customer satisfaction.

Relevance to Tax Exemption Status: None

Motion: Approve \$3536.00 plus tax to purchase Byrd/Shellix cutter heads for both the jointer and planer along with a box of spare inserts and new bearings.

Motion seconded.

Amendment proposed - Move to approve \$3536.00 plus tax to purchase Byrd/Shellix cutter heads for both the jointer and planer along with a box of spare inserts and new bearings out of capital funds and reduce the annual Purcellville tool maintenance budget by \$900.

Motion seconded.

Vote: Motion passes by voice vote.

NB4: Leesburg Facility Improvement Budget ([Jonathan White](#))

Issue: The Leesburg facility improvement budget was approved on a line by line basis. Some of the individual areas/lines of the budget were exceeded while others were under budget. Technically, the individual sections of the budget should not have been exceeded based on the way the budget was approved.

Solution: Aggregate the individual budget lines from the originally approved values into one aggregate value.

Relevance to Tax Exempt Status: None

Motion: Move to reallocate all of the original Leesburg Facility Improvement Budget from individual values to \$8,478.96 for the project overall.

Moved that the 7 day requirement is waived.

Motion seconded.

Vote: Vote to waive 7 days requirement passes by voice vote.

Original motion seconded.

Vote: Motion carries by voice vote.

Open Discussion

Adjournment

Meeting adjourned by Dave Painter at 8:55.