

2022-03-30 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
 - 5.3 Marketing Committee (Chuck Whitacre)
 - 5.4 Website Committee (Jessee Maloney)
 - 5.5 Leesburg Facility Committee (Jessee Maloney)
 - 5.6 Purcellville Facility Committee (Tom Hill)
 - 5.7 Scheduling Committee (John Dubelko)
 - 5.8 Newsletter Committee (Melissa Kowalski)
 - 5.9 IT Committee (Michael James)
 - 5.10 Video Committee (Squirrel McClintock)
 - 5.11 Custom Frame Shop Committee (Anthony Lesink)
 - 5.12 Maintenance Committee (Dave Painter)
 - 5.13 Future Planning Committee (Jim Waldron)
 - 5.14 Special Projects Committee (OPEN)
- 6 Unfinished Business
 - 6.1 OB1: TITLE (Person Proposing)
- 7 New Business
 - 7.1 NB1: Website Privacy Policy (James Waldron)
 - 7.2 NB2: Makersmiths Anti-Discriminatory Policy (James Waldron)
 - 7.3 NB3: Frame Shop Equipment Purchase Agreement (Scott Newman)
- 8 Open Discussion
- 9 Adjournment

Time and Location:

Virtual Meeting - 7:30PM

Call to Order:

Meeting called to order by Jonathan White at 7:31PM.

Board/Officer Name	Position	Term	Attendance (Y/N)
Brad Hess	Board Member	2019-2022	N
Bev Murdock	Board Member	2021-2024	Y
Dave Painter	Board Member, Chairperson	2020-2023	N
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: Plotter and Vinyl Cutter Steward (John Dubelko)

Issue: The plotter and vinyl cutter do not have a tool steward.

Solution: Dilip Patel has volunteered to fill this role and is being trained on them.

Relevance to Tax Exempt Status: None

Motion: Move to appoint Dilip Patel as the steward of the plotter at Purcellville and vinyl cutter at Leesburg.

Motion carries by voice vote.

Approval of Prior Minutes

[2022-02-23 Meeting of the Board of Directors](#)

Motion seconded.

Vote: Motion carries by voice vote.

Officer Reports

Chairperson:

No report this month.

Secretary:

No report this month.

Treasurer:



2022-2-28.pptx

Committee Reports:

Membership Committee (Scott Newman)

Scott Newman gave the Membership Committee Report.



Board Membership...Mar 20220323.pdf

Marketing Committee (Chuck Whitacre)

Chuck Whitacre gave the Marketing Committee Report.



2022 Makersmiths ...arketing Plan.doc

If any board members have questions about the specific marketing plan items, please contact Chuck Whitacre.

Website Committee (Jessee Maloney)

Jessee gave a Website Committee report.

Leesburg Facility Committee (Jessee Maloney)

Jessee gave a Leesburg Facility Committee report.

Purcellville Facility Committee (Tom Hill)

No committee report this month.

Scheduling Committee (John Dubelko)

John gave a scheduling committee report.

Newsletter Committee (Melissa Kowalski)

No report this month.

IT Committee (Michael James)

No report this month.

Video Committee (Squirrl McClintock)

No report this month.

Custom Frame Shop Committee (Anthony Lesink)

Scott gave a short committee report.

Maintenance Committee (Dave Painter)

No report this month.

Future Planning Committee (Jim Waldron)

Jim gave a Future Planning Committee report.

Special Projects Committee (OPEN)

No report this month.

Unfinished Business

OB1: TITLE (Person Proposing)

Issue:

Solution:

Relevance to Tax Exempt Status:

Motion:

New Business

NB1: Website Privacy Policy ([James Waldron](#))

Issue: We don't have one. We need one for many reasons (including, we will not be able to get our machine access application on the Apple store without one).

Solution: Adopt the proposed Web Privacy Policy. (Updated to add Wild Apricot, JW, 3/30 3:32pm)



Website Privacy Policy.doc



Privacy Policy for...s Support Data.doc

Relevance to Tax Exempt Status: None

Motion: Move that Makersmiths adopt the proposed Website Privacy policy and have it added as a link in the banner section at the lower portion of our web pages and posted in our Wiki.

Motion seconded.

Motion carries by voice vote.

NB2: Makersmiths Anti-Discriminatory Policy ([James Waldron](#))

Issue: We don't have one. This has come up as a requested link for various queries in our pursuit of donations and grants. And, we should have one anyway.

Solution: Adopt one of the following two Anti-Discrimination Policies



Makersmiths AntiD...crimination 1.doc



Makersmiths AntiD...crimination 2.doc

Relevance to Tax Exempt Status: None

Motion: Move that Makersmiths adopt Makersmiths AntiDiscrimination 2 as our Makersmiths Anti-Discrimination Policy. The adopted policy will be linked in the lower banner section of our web pages and posted in our Wiki.

Motion seconded.

Motion carries by voice vote.

NB3: Frame Shop Equipment Purchase Agreement ([Scott Newman](#))

Issue: In the February 20, 2020 Board Meeting a Custom Framing Shop Equipment Loan agreement was approved. The Covid-19 pandemic led to delays and complications that thwarted the execution of that agreement. This document reflects the parties' updated agreement.

Solution: Approve this new agreement (attached).



Custom Frame Sh...2022 DRAFT).pdf

Relevance to Tax Exempt Status: No impact on Tax Exempt Status

Motion: Move to approve the attached Custom Framing Shop Equipment Purchase agreement dated March 21, 2022.

Motion seconded.

Motion carries by voice vote.

Open Discussion

Discuss status of the Machine Access Control Box project:



Machine Access C...ort 20220323.pdf

It was pointed out that we have a few committees where the committee chair has not given a committee update to the Board in awhile. Jonathan offered to contact the relevant committee chairpeople for an update before or at the next Board Meeting.

Adjournment

Meeting adjourned by Jonathan White at 8:23pm.