

2023-02-22 Meeting of the Board of Directors

- 1 Time and Location:
- 2 Call to Order:
- 3 Consent Agenda
 - 3.1 CA1: Appointment of Blast/Paint/Powdercoat Room Steward (Adam McClintock)
- 4 Approval of Prior Minutes
- 5 Officer Reports
 - 5.1 Chairperson:
 - 5.2 Secretary:
 - 5.3 Treasurer:
 - 5.4 President:
- 6 Committee Reports:
 - 6.1 Membership Committee (Open)
 - 6.2 Marketing Committee (Jason Gilligan)
 - 6.3 Website Committee (Maggie Toth)
 - 6.4 Leesburg Facility Committee (Jessee Maloney)
 - 6.5 Purcellville Facility Committee (Tom Hill)
 - 6.6 Scheduling Committee (Jennifer Chu)
 - 6.7 Newsletter Committee (Melissa Kowalski)
 - 6.8 IT Committee (Scott Silvers)
 - 6.9 Custom Frame Shop Committee (Open)
 - 6.10 Maintenance Committee (Dave Painter)
 - 6.11 STEM Committee (Diane Painter)
- 7 Unfinished Business
- 8 New Business
 - 8.1 NB1: Cisco Grant Application (Beverly Murdock)
 - 8.2 NB2: Appointment of Stewards (Jessee Maloney)
- 9 Open Discussion
- 10 Adjournment

Time and Location:

7pm ET Virtual Meeting <https://meet.google.com/ica-fdvh-jje>

Call to Order:

Meeting called to order by Jonathan White at 7:04pm.

Board/Officer Name	Position	Term	Attendance (Y/N)
Brad Hess	Board Member	2022-2025	Y at 7:19pm
Bev Murdock	Board Member, Secretary	2021-2024	Y
Dave Painter	Board Member	2020-2023	Y
Jessee Maloney	Board Member	2022-2025	Y
Jonathan White	Board Member, Chair	2020-2023	Y
Scott Newman	Board Member	2021-2024	Y
Mike DeWan	Board Member	2021-2024	N (excused)
John Dubelko	Treasurer	2022-2023	Y
Adam "Squirrel" McClintock	President	2022-2023	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: Appointment of Blast/Paint/Powdercoat Room Steward (Adam McClintock)

Issue: There is no Room Steward for the Blast/Paint/Powdercoating Room.

Solution: Scott Newman has been the Blast Cabinet Steward since October 2021 and has performed well in that role. He has also been performing orientations for new members on the Blast Cabinet and Powdercoating during that period. He built and donated a speed rack for the powdercoating ovens and has been generally overseeing that area. He has expressed an interest in formal responsibility for those areas.

Relevance to Tax Exempt Status: None

Motion: Move to appoint Scott Newman as the Blast/Paint/Powdercoating Room Steward.

Vote: Motion carries by voice vote

Approval of Prior Minutes

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Vote: Motion carries by voice vote

Officer Reports

Chairperson:

Brief verbal report - Board elections to be discussed at end of meeting

Secretary:

None

Treasurer:



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President:

Working on semi-monthly bi-space social event. First impromptu social targeted for Sunday. Starting "Teach a Class" workshop. Setting up Liaison program to help new members.

Committee Reports:

Membership Committee (Open)

No report, change in leadership expected, Jen Barlev stepped down

Marketing Committee (Jason Gilligan)

Leesburg Flower and Garden Festival upcoming

Website Committee (Maggie Toth)

Leesburg Facility Committee (Jessee Maloney)

Workday 2 weekends ago including drywall work. Electrician coming friday for review of woodshop/metal shop.

Purcellville Facility Committee (Tom Hill)

Workday Saturday. Critters noted in the vicinity and have encroached. Repairs/clean up likely needed in loft.

Scheduling Committee (Jennifer Chu)

Dean Williamson was able to put authorized (red tool) users on website (in beta).

Newsletter Committee (Melissa Kowalski)

No report

IT Committee (Scott Silvers)

Custom Frame Shop Committee (Open)

Seeking a chair

Maintenance Committee (Dave Painter)

Planer repair

STEM Committee (Diane Painter)

Unfinished Business

None

New Business

NB1: Cisco Grant Application (Beverly Murdock)

Issue: Scott Silvers has identified an opportunity to apply for a grant from Cisco. <https://www.cisco.com/c/en/us/about/csr/community/nonprofits/product-grant-program.html>. The goal is to request 2 firewalls, multiple switches and wireless access points to improve our intranet with the goal of having secure connectivity between Leesburg and Purcellville so all of our network services are available at both sites. This will include shared network drives (currently on the QNAP at MS-L, not available at MS-P), remote access to select connected devices (3d printers, for example), centralized management of our IT assets (making sure all of our computers are up to date and have all the necessary software), etc.

The application may not yet be ready for Board review/approval so this will at least be an opportunity to discuss the grant and only move forward with a motion if the application is sufficiently far along.



Cisco Grant App a...s of 02212023.pdf

Solution: Proceed with grant application development.

Relevance to Tax Exempt Status: None

Motion: Move to approve a grant application to Cisco for intranet equipment in line with the application as shared with the Board at the meeting.

Vote: No vote. Hold over until next Board Meeting to review completed application.

NB2: Appointment of Stewards (Jessee Maloney)

Issue: Several volunteers have been identified to take on steward roles. A waiver by the Board would need to first be approved as it is outside of the 7 day advance notice.

Solution: Waive 7 day notice, appoint stewards for electronics, woodturning, and printmaking.

Relevance to Tax Exempt Status: None

Motion:

a) Move to waive 7 day notice for the Appointment of Stewards item.

Vote: Motion carries by voice vote

b) Move to approve Mark Millsap as a second steward for Electronics.

Vote: Motion carries by voice vote

c) Move to approve Ken Fuentecilla as a second steward for Woodturning.

Vote: Motion carries by voice vote

d) Move to approve John Carter as a steward for a new area/equipment for Printmaking.

Vote: Motion carries by voice vote

Open Discussion

1. Progressing planning efforts based on inventory analysis. Equipment inventory, expected lifetime, replacement budgeting
2. Preparing for next election, seeking a lead. Maggie and Scott Newman helped previously. Committee recommended lead by Secretary.
3. Amazon Business Account. Now able to link to budget line items. Researching Prime usage.

Adjournment

Meeting adjourned by Jonathan White at 8:16pm