

2022-03-23 Board Meeting

Date

23 Mar 2022

19:00

Location

1825 Monetary Lane #104, Carrollton, TX 75006

Google Meet

- ID: <https://meet.google.com/bdi-itpp-yxm>
- Phone Number: (US) +1 617-675-4444, PIN: 625 741 483 4617#

Attendance:

[Julie Harris](#)

[James Henningson](#)

[Justin Walker](#) (Google Meet)

[Terra Baker](#) (Google Meet)

Call to Order

19:00

Prior Minutes

[2022-02-23 Board Meeting](#)

[2022-03-02 Board Meeting](#)

MOTION: Approve Prior Minutes

- Proposed: [Justin Walker](#)
- Seconded: [Terra Baker](#)

Vote:

- For: [Julie Harris](#) [Justin Walker](#) [Terra Baker](#) [James Henningson](#)
- Opposed: None
- Abstained: None

Motion:

Financial Statement

| | |
|---------|--|
| Income | |
| Expense | |
| Net | |



ProfitandLoss 02-28-22 .pdf

Member Recognition

Julie would like to recognize Jeff Goodman for mentioning DMS at the March NTWA meeting.

Justin would like to recognize everyone who helped with the last logistics work day/clean up.

Jason would like to recognize Julie and Freddy for their years of service and commitment to Dallas Makerspace.

Consent Agenda

| Submitted By | Agenda Item Title | Problem | Solution | Relevance | Pulled from Consent | Moved By | Seconded By | For | Against | Abstain |
|---------------|--|--|---|---|---------------------|----------|-------------|-----|---------|---------|
| Andrew LeCody | Add to yearly meeting agenda: Code of Conduct Changes (Rules & Policies) | The Code of Conduct is overly broad and vague, does not scale well for an organization of our size | Add the following agenda item to the yearly meeting (board election) ballot, for the membership to vote on: Code of Conduct Changes (Rules & Policies) | Allows us to continue to foster a positive and welcoming community. | yes | | | | | |

Update the Rules & Policies of the Dallas Makerspace to reflect the draft proposal:
https://dallas.makerspace.org/w/index.php?title=Code_of_Conduct_Proposal/Draft&oldid=33701

Summary of changes:

1. Create a new "Community Standards" section: A list of positive examples on how we expect members to contribute to the community and organization.

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2. Replaces the "Code of Conduct" section with one that only focuses on addressing specific and serious types of unacceptable behavior.
 3. Reorganizes the rules that were in the "Code of Conduct" into a new "Organizational Rules" section with the following changes:

- R e m o v e s t h e r e d u n d a n t r u l e: D o n' t c a t c h f i r e , s e t o t h e r s o n f i r e , o r s e t a n y t h i n g o n f i r e w h i c h a s n o t b e e n d

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It is the responsibility of each member to help enforce the organizational rules. If someone is violating the rules/policies politely explain to them why their behavior is not acceptable. Egregious violations should be reported to a [[Board_of_Directors|Director]] or the [[Officers]].













- Reorganizes the overall placement of various other rule sections, without modification, to improve the overall structure of the rules.

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|------------------|---------------------------------|--|---|------------------|----|---|---|---|--|--|--|--|
| ADM_Fred Calvert | Floor Sweeper from Southeastern | New Floor scrubber works great, floor sweeper will make this process even easier and more reliable | The new floor scrubber works great. Floors however must be cleaned of all debris before it can be used. The purchase of a floor sweeper will close this gap and make keeping the warehouse space and floors clean. Allocate \$2750 for the purchase of this sweeper. | Clean the floors | no |  Justin Walker |  James Henningson | J |  Julie Harris, |  Justin Walker, |  James Henningson, |  Terra Baker |
| Julie Harris | Appoint Chairs | Chair Elections | Appoint the following chair(s): Jewelry - Joseph Lahoud | Education | no |  Justin Walker |  James Henningson | J |  Julie Harris, |  Justin Walker, |  James Henningson, |  Terra Baker |

Add Item

New Business

| Agenda Item Title | Problem | Solution | Relevance | Pulled from Consent | Moved By | Seconded By | For | Against | Abstain |
|-------------------|---------|----------|-----------|---------------------|----------|-------------|-----|---------|---------|
|-------------------|---------|----------|-----------|---------------------|----------|-------------|-----|---------|---------|

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|--|--|---------------------|---|-----|---|--|---|---|
| Rule Changes - Classes & Events | Rules are old and need to be cleaned up | Revised rules below | Education | no |  James Henningson |  Justin Walker | J |  James Henningson,  Julie Harris,  Justin Walker,  Terra Baker |
| Add to yearly meeting agenda: Code of Conduct Changes (Rules & Policies) | The Code of Conduct is overly broad and vague, does not scale well for an organization of our size | See wording below | Allows us to continue to foster a positive and welcoming community. | yes |  Julie Harris |  Justin Walker | J |  Julie Harris,  Terra Baker,  James Henningson,  Justin Walker |

Add Item

MOTION: Motion to put this (proposed code of conduct rule change) on the ballot and if it passes with simple majority, it will automatically be added to the consent agenda for the next board meeting.

- Proposed: [Julie Harris](#)
- Seconded: [Justin Walker](#)

Vote:

- For: [Julie Harris](#) [Justin Walker](#) [James Henningson](#) [Terra Baker](#)
- Opposed: None
- Abstained: None

Motion:

Full text of proposed code of conduct rule change to be added to ballot:

Member Andrew LeCody wishes to add a rule change to the ballot. The proposed rule change would update the code of conduct.

The proposed code of conduct:

https://dallasmakerspace.org/w/index.php?title=Code_of_Conduct_Proposal/Draft&oldid=33701

Community Standards

All members and guests are expected to contribute towards building a welcoming and inclusive environment.

Our community is:

- Considerate
 - of others and how our actions impact them.
- Respectful
 - of others, their time, their skills and their efforts.
- Helpful
 - Clean, Maintain, Organize, Improve.^[1]
 - Always leave things better than you found them.
- Collaborative
 - Work with others to improve the organization, our space, tools and resources.
 - Actively share tools, resources and knowledge with others.
 - Be welcoming of questions, answer them kindly.
- Honest
 - Stuff breaks, when you break something, own up to it. If you have any doubt about fixing it, ask for help.^[2]
- Safe
 - Handle all tools and resources carefully, ensure that you are protecting others and yourself.
 - Follow established procedures and signage.
 - Never bypass safety systems.

Code of Conduct

Dallas Makerspace is committed to building a safe, welcoming, harassment-free culture for everyone. We do not merely want an environment that is free from hostility; we want one that is actively welcoming and inclusive. We want our members and culture to reflect and celebrate the diversity of the communities we serve. We do not tolerate harassment in any form. Anyone violating these rules may be sanctioned or expelled from the premises and our online systems, without refund, at the discretion of the organization.

Harassment is prohibited and will not be tolerated. Harassment includes, but is not limited to:

- Offensive comments related to gender, gender identity and expression, sexual orientation, disability, mental illness, neurodiversity, physical appearance, body size, age, race, or religion.
- Threats of violence.
- Incitement of violence towards any individual, including encouraging a person to commit suicide or to engage in self-harm.
- Deliberate intimidation.
- Stalking or following.
- Harassing photography or recording, including logging online activity for harassment purposes.
- Unwelcome sexual attention.
- Physical contact and simulated physical contact (eg, textual descriptions like “hug” or “backrub”) without consent or after a request to stop.
- Gratuitous or off-topic sexual images or behavior in spaces where they’re not appropriate.
- Pattern of inappropriate social contact, such as requesting/assuming inappropriate levels of intimacy with others
- Continued one-on-one communication after requests to cease.
- Unwelcome comments regarding a person’s lifestyle choices and practices.
- Deliberate misgendering or use of ‘dead’ or rejected names.
- Deliberate “outing” of any aspect of a person’s identity without their consent except as necessary to protect vulnerable people from intentional abuse.
- Sustained disruption of discussion.

Reporting

If you are being harassed, notice that someone else is being harassed, or have any other concerns about problematic behavior, please contact the Code of Conduct team at [email address], by filing a report at [google form] (allows for anonymous reports) or by directly speaking with a team member. There are no minimum reporting requirements, because small abuses often build into bigger abuses.

These are the members of the Code of Conduct team:

```
[team member's name]
  [profile picture]
    [direct contact info]
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If the person who is harassing you is on the team, they will recuse themselves from handling your incident. We will respond to your report as promptly as we can.

This code of conduct applies to Dallas Makerspace spaces, but if you are being harassed by a member of Dallas Makerspace outside our spaces, we still want to know about it. We will take all good-faith reports of harassment by members, especially Directors, Officers and Committee Chairs, seriously. This includes harassment outside our spaces and harassment that took place at any point in time. The Dallas Makerspace reserves the right to exclude people from our spaces based on their past behavior, including behavior outside our spaces and behavior towards people who are not members of Dallas Makerspace.

We will respect confidentiality requests for the purpose of protecting victims of abuse. At our discretion, we may publicly name a person about whom we’ve received harassment complaints, or privately warn third parties about them, if we believe that doing so will increase the safety of Dallas Makerspace members or the general public. We will not name harassment victims without their affirmative consent.

Reports made in good faith that later turn out to be incorrect will not result in any actions taken against the reporter. Reports deemed to have been made in bad faith will be recorded, but no actions will be taken. A pattern of bad faith reports may result in disciplinary action.

Consequences

A person asked to stop any harassing behavior is expected to comply immediately.

If a person engages in harassing behavior, the Code of Conduct Team may immediately ban the person from the Dallas Makerspace premises and systems. This ban will be in effect until the next scheduled Board Meeting, or a special Board meeting addressing the incident. The Board of Directors will determine the final length of the expulsion upon consulting with the Code of Conduct team and reviewing the information provided. Harassment victims will not be required to attend this meeting and will not be named without their affirmative consent.

Transparency

The Code of Conduct team will generate a synopsis of actions taken, to be included in the public minutes of each regularly scheduled board meeting. At the team's discretion, they may post a public announcement on the forums when taking an enforcement action. The report and/or announcements will typically be brief and factual, with no extraneous material.

If deemed appropriate, the team may choose to identify the offender by name in these reports. Harassment victims will not be named without their affirmative consent.

Current Code of Conduct:

https://dallasmakerspace.org/wiki/Rules_and_Policies#Code_of_Conduct

Include the wording of the current code of conduct.

Add an option to vote for or against the proposed changes to the code of conduct.

Proposed Rule Changes - Classes & Events:

Classes & Events

1. Classes/events must be on the official calendar to be considered scheduled. Adding classes/events to the calendar can be done from our calendar management system.
2. Scheduled classes/events should uphold our [Mission Statement](#)
3. Scheduled classes/events take priority over unscheduled classes/events.
4. Scheduling conflicts should be worked out peaceably by the affected parties. Disputes will be arbitrated by committee chairs and appealed to the board.
5. All classes/events must be sponsored by a current member, who must be present during the class/event.
6. Guest access to the facility will be limited as required by the class/event.
7. Terms and conditions for classes/events can be dictated and modified by the Board of Directors.
8. The education coordinator, directors, officers, honorarium auditors and calendar administrators may at their discretion cancel or modify scheduled classes or events that are not in keeping with the DMS mission, are deemed inappropriate for DMS, are deemed not to be actual classes/events, represent an abuse of the calendar system, or represent abuse of DMS resources. The Board of Directors can overturn decisions made by honorarium auditors and calendar administrators.

Honorarium Rules

In furtherance of our mission, Dallas Makerspace may pay honorarium to teachers as a “thank you” for teaching. The rules below govern the honorarium program and may be modified by the Board of Directors at any time.

Requirements

1. All persons wishing to collect honorarium in excess of \$600 per year must provide a W-9 to DMS' bookkeepers (dm@jitaso.is).
2. All classes are subject to scrutiny especially where subject matter is vague, potentially unrelated to making, or instruction time is less than 90 minutes to ensure quality of material and value to the DMS and members.
3. Honorarium auditors cannot approve their own classes or events where honorarium has been requested.
4. For the duration of their term, no Director or Officer may accept personal payment for honorarium.

Honorarium Payment Policies

1. Honorarium payments to teachers will be \$50.00 per class taught provided subject and attendance requirements are met.
2. Honorarium payments will be limited to six (6) per teacher, per month. This class limit will be periodically reviewed and adjusted by the Board of Directors.
3. Teachers will have the option to donate the honorariums they are eligible for to the committee of their choice at the time the class is posted on the DMS calendar.
4. For all honorarium classes 3 attendees are required to receive honorarium.

Current Rules for Classes & Events:

Emergency Business

MOTION:

- Proposed:
- Seconded:

Vote:

- For:
- Opposed: None
- Abstained: None

Motion:

Next Meeting

20 Apr 2022

19:00

Meeting adjourned at 19:24