

# 2024-06-12 Board Meeting Minutes [Approved]

## Date

12 Jun 2024

## 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

Board:

Present:

- [Thomas Fagan](#)
- [kia khadem](#)
- [James Henningson](#)
- [Jack Smith](#)
- [Julie Harris](#)

Absent:

- NONE

Other:

- [Jason Harner](#)
- [Kevin Oliver](#)
- others

## Call to Order

Called to order by [James Henningson](#) at 19:03 CDT

## Prior Minutes

[2024-05-15 Board Meeting Minutes \[Approved\]](#)

MOTION: Approve Prior Minutes

- Proposed: [Thomas Fagan](#)
- Seconded: [kia khadem](#)

Vote:

- For:
  - [Thomas Fagan](#)
  - [kia khadem](#)
  - [James Henningson](#)
  - [Jack Smith](#)
  - [Julie Harris](#)
- Opposed: none
- Abstained: none

## Member Recognition

[Rich Osman](#) for his ongoing work with the new Interlock system.

[Gena Terranova](#) for her ongoing work on DMS PR

## Recurring Items

### Financial Statement

|         |        |
|---------|--------|
| Income  | 74,951 |
| Expense |        |
| Net     | 12,000 |

Brief financial discussion let by [Jason Harner](#)

Discussed \$500K investment fund is not properly showing up on DMS statements/accounting system. [Jason Harner](#) and [James Henningson](#) are working to get the issue addressed with Fidelity

## Member Add/Drop

Available data/information not easily available at this time. Will continue to work on it.

## Buildout Status

James - Buildout - Phase I Status - up to date costs for Phase I

MOTION: Approve \$135K to begin Phase I of the buildout. Phase I includes move of automotive, lathe room buildout, and wall for Digital Media. It excludes flooring for Digital Media hallway and an AC re-route that [Tim Bene](#) requested. Tim was unable to attend the meeting.

- Proposed: [James Henningson](#)
- Seconded: [kia khadem](#)

Vote:

- For:
  - [Thomas Fagan](#)
  - [kia khadem](#)
  - [James Henningson](#)
  - [Jack Smith](#)
- Opposed:
  - [Julie Harris](#)
- Abstained: none

Timing is unknown at this time.

[James Henningson](#) agreed to do a DMS-wide communication on the status

## Committee Review

| Committee     | Meeting Date | Election Date | D&O Assigned | Last D&O     | Comments                                                          |
|---------------|--------------|---------------|--------------|--------------|-------------------------------------------------------------------|
| 3D Fab        | 6/2/24       | 6/2/24        | Max          | Max 6/2/24   |                                                                   |
| Animatronics  | 6/2/24       | 3/21/24       | Max          | Max 6/2/24   |                                                                   |
| Automotive    | 4/14/24      | 04/14/24      | Jay          | Jay 04/14/24 |                                                                   |
| Blacksmithing | 5/18/24      | ?             | Julie        | ?            | need to better understand last election date and associated notes |
|               |              |               |              |              | 6/8/24 meeting notes are preliminary.                             |
| Ceramics      | 6/8/24       | 6/8/24        | Jay          | ?            | The agenda said there was a Chair Election                        |
| Creative Arts | 6/2/24       | 6/2/24        | Max          | Max 6/2/24   |                                                                   |

|               |         |          |       |              |                                                                                                 |
|---------------|---------|----------|-------|--------------|-------------------------------------------------------------------------------------------------|
| Digital Media | 6/2/24  | 1/28/24  | Max   | Max 1/28/24  |                                                                                                 |
| Electronics   | 5/9/24  | 5/9/24   | Jay   | ?            |                                                                                                 |
| Glassworks    | 5/1/24  | 5/1/24   | Julie | ?            |                                                                                                 |
| Jewelry       | 6/11/24 | 5/14/24  | ?     |              |                                                                                                 |
| Laser         | 4/1/24  | 4/1/24   | Julie | Julie 4/1/24 |                                                                                                 |
| Machine Shop  | 5/25/24 | 4/27/24  | Jay   | Jay 5/25/24  |                                                                                                 |
| Metal Shop    | 6/1/24  | 11/4/23  | ?     | Max 6/1/24   | Meeting notes for 6/1/24 have not been posted.<br>Can not find notes when Max was elected Chair |
| Motorsports   | 5/9/24  | 5/9/24   | Julie | ?            |                                                                                                 |
| Printmaking   | 5/25/24 | 5/25/24  | Max   | Max 5/25/24  | notes posted on 6/11/24                                                                         |
| Science       | 5/19/24 | 12/17/23 | Max   | Max 4/21/24  | Chair elections the end of June                                                                 |
| Vector        | 5/16/24 | 11/15/23 | Jack  | ?            | next election Thurs 6/20/24                                                                     |
| Woodshop      | 5/30/24 | 12/14/23 |       |              |                                                                                                 |

Any Committee actions required?

NONE

D&O Assignments?

Discussed D&O Committee assignments. Revised list to be reviewed at next BoD Meeting

MOTION: Motion to confirm the following Committee Chairs:

Keith Kubal - 3D Fabrication

Mark Reynolds - Creative Arts

Mikael Kusturin - Printmaking

Jason Harner - Motorsports

Joseph Lahoud - Jewelry

Vincent Craddock - Glassworks

Art Givens - Electronics

- Proposed: [James Henningson](#)
- Seconded: [kia khadem](#)

Vote:

- For:
  - [Thomas Fagan](#)
  - [kia khadem](#)
  - [James Henningson](#)
  - [Jack Smith](#)
  - [Julie Harris](#)
- Opposed: none
- Abstained: none

Board directs the CTO to execute the Chair Transition Checklist for these Chairs, as needed

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MOTION: Motion for the following Committee business - Science

<see below>

| Submitted<br>By | Agenda<br>Item<br>Title | Problem | Solution | Relevance | Pulled<br>from<br>Consent | Moved<br>By | Seconded<br>By | For |
|-----------------|-------------------------|---------|----------|-----------|---------------------------|-------------|----------------|-----|
|-----------------|-------------------------|---------|----------|-----------|---------------------------|-------------|----------------|-----|

|           |                                            |                             |                                                                                                                                                                                                                                                                                                                                    |                      |    |                                                                                                       |                                                                                                                                                                                                    |
|-----------|--------------------------------------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----|-------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Max Locke | Clarify Minimum Age to Be a Primary Member | Current rules are not clear | Modify the rules to reconfirm minimum age to join DMS as a primary member<br><br>Motion to amend the rules as follows:<br><br>Title Membership Dues changed to Membership /Membership Dues<br><br>Add:<br>A Primary Member must be at least 18 years of age<br>***<br>Board directs the Secretary to amend the DMS rules in Source | Clarity of the rules | no | <br>James Henningson |  Thomas Fagan,  Julie Harris |
|-----------|--------------------------------------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----|-------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



Jack Smith,  James Henningson

|           |                                            |                                                              |                                                                                                                                                                   |                      |    |                                                                                                     |                                                                                                        |                                                                                                                                                                                                        |
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| Max Locke | Rules For Forming a Special Interest Group | Current Understanding of SIG Requirements are Not Documented | Reconfirm and document the rules for SIG formation.<br><br>Motion to amend the rules:<br><br>At least 3 DMS Members are required to form a Special Interest Group | Clarity of the Rules | no | <br>Julie Harris |  James Henningson |  Thomas Fagan,  Julie Harris |
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Jack Smith,



James Hennings

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Board  
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DMS  
rules in  
Source

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| Jason<br>Harner | Subiefes<br>t 2024 | Mo<br>Member<br>z, Mo<br>Moneyz,<br>Mo<br>Problemz | NO<br>ACTION<br>TAKEN.<br>MOVED<br>TO<br>MARKE<br>TING<br>UNDER<br>JAMES<br><br>Sponso<br>r<br>Subiefes<br>t in<br>order to<br>attract<br>new<br>Member<br>s | We need<br>members | no |
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Max Locke

Motion  
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amend  
the  
DMS  
rules -  
power  
in  
parking  
lot

Questions  
about  
Member  
use of  
power  
in the  
DMS  
Parking  
Lot

Change  
the  
rules to  
clarify  
language  
around  
power  
provided  
in the  
DMS  
Parking  
Lot

Clarity of  
the Rules

no



James  
Hennin  
gson



Thomas  
Fagan

T



Thomas Fagan,  
a khadem,



Juli



Jack Smith,

James Hennings

Motion  
to  
amend  
the  
DMS  
Rules

In the  
Parking  
Section,  
add:  
Vehicles  
owned  
by  
Member  
s only  
may  
use  
DMS  
provided  
power  
in the  
DMS  
Parking  
Lot as  
long as  
are  
working  
at DMS,  
and no  
parking  
rules  
outlined  
above  
are  
broken.  
If power  
is used  
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DMS  
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Officers)  
, the  
Member  
shall  
make a  
donation  
to DMS  
to offset  
the cost  
of the  
power.  
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Board  
directs  
the  
Secretar  
y to  
amend  
the  
DMS  
rules in  
Source

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| Paul<br>Wilson | Authoriz<br>e up to<br>\$3,000<br>for<br>purchas<br>e of a<br>Challen<br>ge | The<br>Printmak<br>ing committ<br>ee needs<br>more<br>equipme | Printmak<br>ing<br>would<br>like to<br>purchas<br>e the<br>following<br>items | Enabling<br>the<br>teachig or<br>letterpress<br>techniques<br>over a full<br>range of<br>student | no | <br>Julie<br>Harris |  J<br>ames<br>Henningson |  Thomas Fagan,<br>a khadem, |  Juli |
|----------------|-----------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|----|--------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|

Letterpress  
Proof  
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beginner  
to  
accomplished  
artisan.



Jack Smith,



James Hennings

storing  
type,  
chases,  
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bases,  
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class  
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cabinet  
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|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Yieu Chyan | <p>Permission to Purchase Chemicals/Lab Supplies</p> <p>Classes and projects may require the purchase of lab supplies, scientific equipment, and chemicals. Vendors require evidence of commercially zoned shipping address to set up accounts.</p> <p>Permission letter on DMS letterhead allowing shipments to the DMS location in order to allow us to make purchases on a personal basis for non-committed projects. Requesting permission for Robin Caddick, Sam Frondorf and Yieu Chyan.</p> <p>We also propose setting up accounts with vendors directly under the Dallas Makerspace in order to support committed projects. Paperwork typically required include a copy of the lease agreement, certificate of formation, and perhaps a certificate of fact from the Texas SOS.</p> | <p>Enable projects and classes that utilize the fume hood</p> <p>no</p> | <div>  <p>James Henningson</p> </div> <div>  <p>a khadem</p> </div> <div>  <p>a khadem,</p> </div> <div>  <p>Thomas Fagan,</p> </div> <div>  <p>Juli</p> </div> <div>  </div> <div>  <p>Jack Smith,</p> </div> <div>  <p>James Henningson</p> </div> |
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|           |                                                       |                                    |                                                                                                                                             |                         |    |
|-----------|-------------------------------------------------------|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|----|
| Max Locke | Discussion:<br>Other Board<br>Procedural<br>Questions | Procedures may<br>not be optimized | DEFERRED AT<br>THIS TIME<br><br>Continue to<br>discuss how the<br>Board wants to<br>operate:<br>Recurring Items<br>Agenda Item<br>Formation | Better running<br>Board | no |
|-----------|-------------------------------------------------------|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|----|

Add Item

## Emergency Business

MOTION: To allow Yieu Chyan to represent, for grant purposes, that he is working out of the DMS, as long as it generates no risk nor obligations to DMS. (e.g. no rights for inspection, no access to information, etc.)

VOTE:

- Proposed: [James Henningson](#)
- Seconded: [kia khadem](#)

Vote:

- For:
  - [Thomas Fagan](#)
  - [kia khadem](#)
  - [James Henningson](#)
  - [Jack Smith](#)
  - [Julie Harris](#)
- Opposed: none
- Abstained: none

No other items brought forward

MOTION:

VOTE:

## Closed Session

MOTION: To move to closed session to discuss legal and disciplinary items

VOTE:

- Proposed: [James Henningson](#)
- Seconded: [kia khadem](#)

Vote:

- For:
  - [Thomas Fagan](#)
  - [kia khadem](#)

- [James Henningson](#)
- [Jack Smith](#)
- [Julie Harris](#)
- Opposed: none
- Abstained: none

## Next Meeting

10 Jul 2024