

# 2024-09-18 Board Meeting Minutes [Approved]

## Date

18 Sept 2024

## Location

### 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 - dial-in](#)
- [Julie Harris](#)

Absent:

NONE

Other:

- [Jason Harner](#) [Max Locke](#) [Jay Phelps](#) [Kevin Oliver](#)
- others

## Call to Order

7:05 by [James Henningson](#)

## Prior Minutes

None

## Member Recognition

## Recurring Items

## Financial Statement

Income	
Expense	

Net	
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Discuss Finance related items. See below

Month: August

Revenue 72K

Expenses 83K

Net Income (11K)

Reconciling items/timing related items:

repairs up

woodshop comes in lumps

## Membership Add/Drop

As of 9/18/24 @ 5:00 PM, membership count is at 1957

As of 8/21/24 @ 5:00 PM, membership count is at 1942

Tours:

9/7/24 DMS had approximately 32 people on it Saturday tour

8/17/24 DMS had approximately 30 people on it Saturday tour

Turnout has been on the 20 to 35 potential member range

Tour Guide participation has met demand

C^3 comments from committee chairs indicated <discussed below>

Tour guides need better information for each committee's area and that committees need to think about how their committee areas might be manned

Continuing assessing bringing back Thursday night tours

## Buildout Status

[James Henningson](#) - Buildout - Phase I Status

Contract is ready to sign

MOTION: <required motions, if any>

Phase I Budget Expansion <see motion below>

## Committee Review/Business

Committee	Meeting Date	Election Date	D&O Assigned	Last D&O	Comments
3D Fab	9/1/24	6/2/24	James		
Animatronics	9/1/24	3/21/24	Max		

Automotive	7/4/24	4/14/24	Kia		
Blacksmithing	7/24/24		Kia		need to better understand last election date and associated notes
Ceramics	8/6/24	6/8/24	Jay		
Creative Arts	9/1/24	6/2/24	Jason		
Digital Media	9/1/24	8/4/24	Thomas		
Electronics	9/4/24	5/9/24	Kevin		attendance levels
Glassworks	9/4/24	5/1/24	Julie		
Jewelry	9/10/24	5/14/24	Jason		
Laser	9/23/24	4/1/24	Jack		
Machine Shop	8/24/24	4/27/24	Jay		
Metal Shop	8/3/24	4/6/24	Thomas		
Motorsports	9/12/24	5/9/24	James		
Printmaking	7/27/24	6/11/24	Max		
Science	8/18/24	6/30/24	Max		mtg on 9/16, notes not posted
Vector	8/15/24	6/21/24	Jack		mtg scheduled on 9/19
Woodshop	9/30/24	7/22/24	Julie		

Any Committee actions required?

None

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MOTION: Motion to confirm the following Committee Chairs:

None noted

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MOTION: Motion for the following Committee business or any committee updates

C^3 Gathering <update>

16 chairs, vice chairs and SIG leaders attended

well received

next meeting scheduled in 2 months

Vector - large format heat press <update>

Creative Arts - Sewing SIG <see motion below>

## Old Business

DMS-Wide Efforts/Events






Denton Coffin Race Status


Update


[Randy Lisbonais](#) Team Leader





Other Items?

## New Business

Submitted By	Agenda Item Title	Problem	Solution	Relevance	Pulled from Consent	Moved By	Seconded By	For
Max Locke	Service Animals	Questions regarding the DMS' service animal policy have increased	Motion to adopt service animal policy provided under separate cover, recommend by legal counsel. Summary: Implement a service animal policy. Emotional support animals will not be allowed. Committees will determine if certain areas are too dangerous to allow service animal access based on current PPE usage. Members who bring in a service animal will need to sign a waiver. See handout for formal policy language.	DMS needs a stated Service Animal Policy	no	 James Henningson	 Julie Harris	 Thomas Fagan,  James Henningson,  Julie Harris







Jack Smith,  Julie Harris

Max Locke	Towing Contract	DMS has no in-effect towing options	Motion to direct the President to execute the proposed towing contract. See attached	ensure proper policies in place	no	 James Henningson	 Thomas Fagan,	 Jack Smith,	 Julie Harris
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Jack Smith,  Julie Harris

Max Locke	Education Coordinator	DMS needs a lead for education	Motion to direct the President to select and appoint an Education Coordinator based on the description provided under separate cover	Timing is good for the selection and appointment of a new director	no	 Julie Harris	 Thomas Fagan,	 Jack Smith,	 Julie Harris
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Jack Smith,  Julie Harris

Max Locke	Member Storage	Member Storage has become hard to manage		governance of member storage	no	 James Henningson	 Julie Harris	 Thomas Fagan,	 Julie Harris
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Due to persistent issues with both violations of the storage policies at the makerspace and the consistent abuse and threats leveled against volunteers, a motion to close all project storage at the makerspace until such time as the membership can present a fair, manageable and enforceable solution that does not lead to the repeated verbal and mental abuse of our current and past volunteers. Items currently in storage shall be removed by Oct 16, 2024.



Jack Smith,



Julie Harris

This includes tools, supplies and work in progress items. After that time period items will be considered abandoned and disposed of. Committee storage remains unchanged. The committees retain the right to manage their storage as they see fit.

Commentary:  
This decision is based on a documented history of issues including:  
Persistent violations of the storage rules  
Recurring verbal and mental abuse of the volunteers involved in managing the storage

Abuse of management responsibilities by volunteers - favoritism  
 Abuse by members who have friends check out space to increase their storage  
 The unnecessary workload created by the purgatory room and general policing of the storage areas.

Max Locke

Sewing Space

Sewing has outgrown its space

Background: 2 to 3 minutes of background to be provided

SIG Management and Growth

no



James Henningson



Julie Harris



James

Julie Harris



James

Motion: Expand Sewing SIG space by:





Allocating current "Pillar Room" to sewing. Allocate the old sewing room to be a new computer lab with the same capabilities.








Approve the use of promotional codes (2 months for 1/2 off) to entice membership and track member acquisition. (new members, unlimited, open six months)


Benefits: Improve current sewing member satisfaction. Increase net membership by at least 10 over 6 months. Provide a home for the newly acquired sewing machines. Increase class offerings from ~12 a month to ~15+ a month across at least 2 to 4 new topics. Risks: teacher limitations - number of  
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Beth Appleton	2024 Annual DMS Maker Sale	Request for approval and PR approval	Request approval for the 2024 Annual DMS Maker Sale Saturday November 24, 2024 10 AM to 5 PM	A chance for makers to sell their wares.	no	 James Henningson	 kia khadem	 Thomas Fagan, James Henningson,	 kia
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Jack Smith,  Julie Harris

Max Locke	Phase I Expansion Budget Addition	budget needs to be increased	Motion to expand the Phase I expansion by \$3,300 to cover some HVAC items that were not included in the original estimate	need to keep Phase I expansion on track	no	 kia khadem	 Julie Harris	 Thomas Fagan, James Henningson,	 kia
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Jack Smith,  Julie Harris

Add Item

## Emergency Business

MOTION:

Vote:

Motion:

## Closed Session

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

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

Vote:

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

## Next Meeting

16 Oct 2024