

2025-05-14 Board Meeting Minutes [Approved]

Date

14 May 2025

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:

- [Megan Murray](#)
- [Samuel Mitchell](#)
- [Greg Seale](#)
- [Kevin Thompson](#)
- [Max Locke](#)

Absent:

Other:

Call to Order

7:41 [Max Locke](#)

Prior Minutes

[2025-04-16 Board Meeting Minutes \[Approved\]](#)

[2025-04-25 Board Meeting Minutes \[Approved\]](#)

[2025-05-07 Board Meeting Minutes \(Emergency, Closed\) \[Approved\]](#)

MOTION: Approve Prior Minutes

- Proposed: [Megan Murray](#)
- Seconded: [Greg Seale](#)

Vote:

- For: Unanimous
- Opposed: none
- Abstained: none

Member Recognition

<see Member Newsletter>

Hanna - work in Laser

Garrath, Will, and John - working to clean

Ian, Brian, Vincent - work around COO functions

Yieu - MIT event

Michelle Santos - work in infrastructure

Kia - for service as COO

Recurring Items

Financial Statement

Income	
Expense	
Net	

Discuss Finance related items. See below

Month: April

Revenue: 92K

Expenses 87K

Net Income: 5K

Reconciling items/Timing Related Items/Unusual Items:

Major Items: Laser Repair

New Membership - Add/Drop, Tours, New Membership Class, Other

Targets are WHMCS-based

Target WHMCS count is _____

As of 5/14/25 @ 5:00 PM, membership count is at 2052

As of 4/16/25 @ 5:00 PM, membership count is at 2077

As of 3/19/25 @ 5:00 PM, membership count is at 2095

As of 2/19/25 @ 5:00 PM, membership count is at 2091

As of 1/22/25 @ 5:00 PM, membership count is at 2,044

As of 12/11/24 @ 5:00 PM, membership count is at 2,000

As of 11/13/24 @ 5:00 PM, membership count is at 1991

As of 10/16/24 @ 5:00 PM, membership count is at 1971

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

Rate Increase/ Incremental Churn Update:

[Jason Harner](#)

Tours:

Turnout

Tour Guides

[James Henningson](#)

New Member Class:

[Max Locke](#)

Buildout Status

[Samuel Mitchell](#) - Buildout - Phase I Status

UPDATE:

General Phase I

Automotive

Digital Media

Woodshop - Lathe Room

General Phase II

MOTION: <required motions, if any>

<insert reference to motions, if required>

VOTE:

Committee Review/Business

Discuss Committee Assessment going forward

Any Committee actions required?

Blacksmithing Notes need to be updated

MOTION: Motion to confirm the following Committee Chairs:

~~Joel Loukus - Digital Media - problem with 2/2/25 minutes~~

<names to be inserted>

- Proposed:
- Seconded:

Vote:

- For:
- Opposed: none
- Abstained: none

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

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

Computer Upgrade - Digital Media

<other>

New Business

Submitted By	Agenda Item Title	Problem	Solution	Relevance	Pulled from Consent	Moved By	Seconded By	For	Against	Abstain
Max Locke	Digital Media Computer Update	DM computers do not support the classroom mission of DM	Motion to authorize up to \$10,000 to update computers in the Digital Media area. Also, increase the number of full Adobe licenses by one. Please see the attached proposal below (proposal to be attached) Note: Committee Minutes have been reviewed. They show a committee vote, and the notes have been posted - MAL	Tools to support efforts of the committee	no	 Max Locke	 evin Thompson	@max,  Max Locke,  Megan Murray,  Greg Seale,  Samuel Mitchell,  Kevin Thompson		

Max Locke	COO Appointment	DMS needs to replace its COO	Motion to appoint Ian Wilson as COO, effective immediately. The Board instructs the CTO to execute the Officer transition checklist.	Smooth operations of DMS	no	 Max Locke	 Megan Murray	 Max Locke,  Megan Murray,  Greg Seale,  Samuel Mitchell,  Kevin Thompson
Max Locke	Move AC Return Vents	Vents are blocked by walls	Motion to approve up to \$3,500 to move the return vents in purple, DM, lecture, digital creative arts, computer classroom	keep the place cool	no			 Max Locke,  Megan Murray,  Greg Seale,  Samuel Mitchell,  Kevin Thompson

Add Item

Emergency Business

MOTION:

Vote:

Meeting Close

MOTION: To move to close the meeting

- Proposed: Max
- Seconded: Megan

Vote:

- For: unanimous
- Opposed:
- Abstained:

Next Meeting

17 Jun 2025