

2023-01-25 Board Meeting

Date

25 Jan 2023 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#

Call to Order

19:00

Attendees

John, Julie, James, Jack, Justin

Tim Bene

Jayson

Jason Harnor

John Arispe

Nate

Vincent

Daniel Suvlett

Prior Minutes

[2022-11-30 Board Meeting](#)

[2022-12-07 Board Work Session & Emergency Meeting](#)

[2022-12-14 Board Meeting](#)

[2022-12-21 Board Working Session](#)

MOTION: Approve Prior Minutes

- Proposed: Justin
- Seconded: Jack

Vote:

- For: Unanimous
- Opposed: None
- Abstained: None

Financial Statement

Income	\$73,115
Expense	\$145,434

Jack Smith	Discuss Investment Policy	We have cash that should be earning money	Initial Discussion on changed from \$1T to \$500B limit for institutional investments. MOTION to approve the investment policy as updated to the \$500B limit.	Make Money	no	 James Henningson	 John Fabrycki
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Julie Harris	First Responder Discount Clarification	There is some confusion about the first responder discount	Motion is to use this to determine what qualifies for a first responder discount : https://help.id.me/hc/en-us/sections/200566524-First-Responders Specifically: https://help.id.me/hc/en-us/articles/202293510-Am-I-eligible-to-verify-as-a-First-Responder-	Membership	no	 Justin Walker	 James Henningson
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status-](https://help.id.me/hc/en-us/articles/202087474-What-documents-do-I-need-to-verify-my-First-Responder-status-)

If you are prohibited by law from submitting certain documents, we also accept an SF-50, a training certificate, or other similar documents that clearly show your LEO status.

Julie Harris	Refund Rules	Rules concerning refunds need to be clarified	Current rule: <i>Refunds for membership dues paid within the last 7 days can be authorized at the discretion of the Treasurer or President.</i>	Finance	no	 Justin Walker	 Jack Smith
			Proposed rule (to be added to the Financial Policy Manual): <i>Refunds for membership dues paid within the last 30 days can be authorized according to the limits below:</i>				

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\$100.00
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Treasur
er -
\$100.01
to
\$1,000.00
- Both
Presiden
t and
Treasur
er
\$1,000.0
1 to
\$2,000.00
- Board
vote -
\$2,000.0
1 and
up.
Refund
requests
must be
made
through
the
WHMCS
ticket
system
from the
account
that is
to be
refunded
. Refun
ds will
not be
granted
based
on
emails
/tickets
that do
not
match
the
account.

If a refund request occurs due to an error on the part of Dallas Makerspace, the time limit to request a refund may be extended at the discretion of the appropriate volunteer, officer(s) or board members. Refunds must be credited back to the card on the account.

Julie Harris	Purchase Filters for Wood Shop	The Felder needs filters again	Approve \$7K for filters. Wood shop minutes: https://source.dallasmakerspace.org/display/WOOD/2022-12-01+Meeting+notes	Safety	no	 Justin Walker	 James Henningson
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Julie
Harris

Comput
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Owners
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compute
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not
really
defined
and it
needs
more
mainten
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than
other
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ms

The
digital
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chair
has
gracious
ly
offered
to take
on the
compute
r
lab. Giv
e the
compute
r lab to
digital
media.

Education

no



Julie
Harris



John Fabrycki

Julie Harris	Safety Officer	Shortage of volunteers, safety	Moved to Table the creation of the safety officer role pending further discussion. MOVED: Jack 2nd: Justin Unanimous Follow-up Discussion: Discuss with Kobin, consider a non-officer verbiage such as safety chair, safety lead, safety coordinator, etc Create the role of safety officer (description below). https://dallasmetrospace.org/wiki/Officers#General_Officer_Charter	Safety	no
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Add Item

Safety Officer

Description and Purpose

The safety officer works with chairs to oversee the overall safety at DMS including but not limited to risk identification and assessment and working with local first responders and city officials.

Minimum Expectations

- Ensure that MSDS sheets are on file and that chemicals are stored appropriately
- Maintain basic supply levels of PPE
- Work with local first responders and city officials such as the fire marshal
- Organize work days for safety related improvements to DMS or special tasks (for example a to do list after an inspection by the fire marshal)
- Organize training and education for safety related topics

What good can you do?

The safety officer needs to be able to work well with volunteers, leadership and members. Ideally the safety officer would work to develop custom solutions unique to each committee without marching around with a rule book.

Responsibilities & Authorities

- May create a Safety group for delegation of responsibilities
- Monitors and replenishes PPE supply
- Report any notable safety issues or events to the board
- Work with local public safety agencies on behalf of Dallas Makerspace to:
 - Ensure safety issues/inspection results can be addressed timely
 - Promote awareness of Dallas Makerspace within local Police/Fire/EMS departments
- Access to locked cabinet storage
- Manage an "all stop" situation
 - Call an "all stop" to any and all machine usage (every member is empowered to insist on a stop work)
 - Direct movement of machinery/objects during an emergency

Emergency Business

NONE

Closing

MOTION: To Close

- Proposed: Justin
- Seconded: Jack

Vote:

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

Motion: PASSED

Next Meeting

01 Mar 2023