
QC Co-Lab Board Meeting Minutes

2021-04-11

Attendees:

Shari, Erika, Greg, Bob, Ben, Ryan, Ann, Matt, Lenard.

Approval of Agenda:

Additions, if any, before approval:

Erika moved to approve, Bob seconded, All approved

Approval of Minutes from Previous Meeting

Changes made, if any: Ben moves to table the approval of March's minutes till next month, Erika seconded, All approved.

Reports:

Board Members -

- **President's Report:**
 - Plumbing repairs for the sanitary sewer are finished, sidewalk/sinkhole is repaired. The new glass studio is nearly complete.
- **Vice President's Report:**
 - We are partnering with Nerd Fest in August, given a corner booth and some cross-promotional support. We've been asked to provide a large dice tower for their charity giveaway. NerdFest has connected us with a charitable program at Lowes which can provide \$100 a month in materials support
- **Treasurer's Report:**
 - Bank Balance \$19,799.49
 - Payments Pending: approximately \$2300
 - Memberships paid 64 memberships, 74 people
 - 20 people renting 23 offices
 - Offices Rented: 23
 - Offices available: 118a, 120
 - See "Treasurer's Report 4-11-21"

- **Secretary's Report:**
 - Some updates to the website are coming soon. Planning on taking a backup of the site and running the major updates. Nothing else important to report.
- **Outreach and Education Report:**
- **Officers Reports:**
- **Media's Report:**

Agenda

Old Business

- \$800 for Slab roller for clay studio.
 - This has been ordered on the 15th but it has a 6 to 8 week lead time so we don't know exactly when that will come in.
- Open projects:
 - 3 paint booths:
 - Empty the paint booth from the elevator
 - Clean the appointed room
 - Check the height and potentially relocate the blower
 - Run power to the room
 - Run venting
 - Hang a sheet for the door to keep negative pressure.
 - Plasma CNC
 - No Update
 - Stained glass studio
 - Needs a grinder bench and enclosure.
 - Small items still needed that will be voted on in new business.
 - Audio studio
 - No Update
 - Budget is spent, nothing else is needed.
 - Hydro dip tank
 - No Update.
 - Shari will reach out to some local makerspace.

- Internet
 - Ryan is calling again on Monday to try and get an install setup.

New Business

- Purchase of a set of ladders for the building, one for indoor use and potentially an extension ladder for the outside.
 - Erika moves for \$200 to purchase a 375lbs 8ft step ladder from Menards. Ben Seconded
 - 6 for 1 abstaining
- Allocation of \$1600 for chemical and stop valve replacement on the boiler
 - Consists of 2 items.
 - Quote from general plant services for \$765 to move/replace the stop valve to continue to maintain the certification.
 - Erika moves to allocate \$800 for the purposes specified above, Bob Seconded
 - 6 for 1 abstaining
 - Chemical treatment: Tabling for next meeting, Ben is going to get more information so we can make an informed decision on our vote.
- Allocating a portion of the basement art space to hold a green screen. Erika has said she would purchase paint at her expense for the project. There has been some discussion on if a sheet would be better than paint.
 - Tabled for next meeting. A member might have a portable green screen setup that could be used in the basement. Ben is going to reach out for additional information.
- Allocate \$150 to the glass studio to wrap it up and get it fully functional.
 - Bob moves to allocate \$150 to purchase a number of small items that are going to be needed to increase safety and make sure that glass isn't tracked around the Makerspace, Erika seconds.
 - 6 for 1 abstaining
- Josh Ray wants to park his trailer on the lot while he is actively working on it.
 - Bob moves that we allow the trailer to be parked in our lot, as long as it is being worked on and is registered, if not complete by July 30th Board must revisit to determine if the trailer should continue to be stored in the parking lot. Shari seconded.
 - 6 for 1 abstaining
- Discuss repairs to leaky spots of roof
 - Ben will reach out to someone who can repair membrane roofs and get him up there to get us a quote on repair.
- Discuss purchase of lockers or cabinets, and potential number and costs. What does that rental for those lockers look like or should they just be something that is included for all members.

- Two options, a small space for every member to store items they bring into the lab. The lab owned the cabinets that could go up and down the halls that could be rented out per square footage.
- This will be tabled for the next meeting, conversation can continue on Teams.
- Schedule a cleanup day
 - May 15th and the 16th. Food will be provided. Ryan will update the monitors around the lab and publish something on the website.
- Purchase of the following Lex cut 3 cutting heads for the wood shop. This would make alignment and other maintenance costs drop significantly for the planner and jointer. Would also make them more capable and safe tools. The cutting head for the planner is \$550 and the cutting head for the Jointer is \$365
 - Erika moves to allocate \$550 for the Lex Cut 3 cutting head for the planner and tabligh the jointer for the next meeting, Bob Seconded.
 - 6 for 1 abstaining
- Need to file tax paperwork
 - Ben, Shari, Erika will look into filing our taxes.
- Do we want to set funds aside for conference room setup.(Mic, speaker, webcam)
 - Ryan will look into costs and products for the next meeting so we can make an informed decision.
- Ryan moves and we adjourn the meeting, Ben seconds.

ADDITIONAL COMMENTS OR COMPLAINTS: