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# QC Co-Lab Board Meeting Minutes

2021-08-08

Meeting called to order at 2:25

## Attendees:

Robert Fitzgerald, Dakota Watson, Ryan Weekly, Ben Ziegler, Leonard Metallo

## Approval of Agenda:

## Approval of Minutes from Previous Meeting

## Reports:

### Board Members -

- **President's Report: No Report**
- **Vice President's Report:**
  - Gave Wastyn and associates the approval to start working on the capacity building grant.
  - Question into our lawyer about property taxes and getting a lease and put together to give to Bill.
  - Start scheduling meetings for the nerdfest build out and booth items
- **Treasurer's Report:**
  - \$23,826.29 in a current balance. A few outstanding bills for the AC and internet.
- **Secretary's Report:**
  - Paid our first month of internet.
- **Outreach and Education Report:**
  - People willing to hangout at our booth at nerdfest.

- Wanting to present on the outreach and types of events we can do. Going to throw together a powerpoint with his recommendations and what we can do going forward.
- **Officers Reports:**
  - No Report
- **Media's Report:**

## Agenda

### Old Business

- Open projects:
  - 3 paint booths:
    - On hold, pending new business
    - Shari is going to send the email that was previously drafted by Erika. No contacts have been received from Jordan about the booth since his original outreach.
    - No update as of 8/8/21
  - Plasma CNC - Requested power supply received (not yet installed)
    - The power supply is in, however still might not be installed.
    - No update as of 8/8/21
  - Stained glass studio - Greg will purchase ballast bypass bulbs
    - Still not purchased. Greg will look into sourcing them in Davenport
    - No update as of 8/8/21
  - Audio studio - progressing slowly. Installing insulation, looking into mics
    - We picked up a solid core door and the wall is now insulated
  - Chemical treatment: first quote available. (pending, Ben)
    - Roughly will cost about \$150 a month from ChemSearch.
    - No update as of 8/8/21, wanted to get a lease in place but we will have to do it regardless come time to spin up the boiler.
- Discuss repairs to leaky spots of the roof - one quote in so far for complete re-coat. (TABLE, Bob moves to table, Erika seconds)
- Lex Cut 3 cutting head upgrade for the planer - back ordered up to 7 weeks. Going to wait to purchase until items are in stock to not tie up money. Since the wait is so long Ryan got the existing knives sharpened. (pending, Ryan)

- Need to file tax paperwork
  - Ben, Shari, Erika will look into filing our taxes. (Shari to contact an attorney for this)
  - No update as of 8/8/21
- Boiler inspection. (Pending, Ben)
  - Tabled pending lease requirements with Bill Sheeder.
  - Ben is going to call our insurance company to see who they would recommend do the boiler inspection
- Discussion sale of the building
  - Bill countered at \$1000 a month. Still waiting on any type of formal lease or timeframe.
  - No update as of 8/8/21 No update still pending the lease
- Consolidation of some of our less-used spaces, such as the sewing space so we can better assess how we can potentially monetize those spaces.
  - Allocating \$100 to move the switch to a common area so that the small room can be rented out as a private space. Still waiting on the movement of the switch as of 8/8/21
- Room Rental Rate vote. Can't seem to find the vote from the last time this was implemented. Ryan will look to find it but to cover the bases we might want to re-vote on the standardization of room rental rates.
  - Erika moves to start implementing room rates of \$.50 per square foot per month for upstairs rooms and \$.25 per square foot for basement rooms. Implementation will start in August 2021. Ryan Seconds. Unanimous vote.
- Erika has reached out to several contractors and has had estimators out to look at the units. There are 3 units, the front one that supplies AC to the front half of the building that is located in the garage is currently not running. The general consensus from the contractors is that the blower fan on the front unit is not functional. Erika is going to reach back out to get them out to dig into it.
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## New Business

ADDITIONAL COMMENTS OR COMPLAINTS: