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# QC Co-Lab Board Meeting Minutes

2021-10-10

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## Attendees

Erika Schmidt, Shari Telman, Robert Fitzgerald, Gregory Curtis, Ben Ziegler, Leonard Metallo, Theresa Schulz

## Reports

### Board Members -

- **President's Report:** Erika, Shari, Bob, Theresa met with Kyle Carter and Alisha Epsey of Downtown Davenport Partnership on Wednesday. Grants available for 50% of cost to modify doors for accessibility. Kyle recommended against a building purchase. Feelers out for alternative buildings or landlords. Lease and rental guidance.
- **Vice President's (Facilities) Report** We have been invited to apply for the QCCF capacity building grant. Boiler backflow valve needs to be replaced (\$600-\$800). Will need boiler treatment chemicals as well (\$150/mo). Inspector needs a copy of the invoice for the stop valve fix and to contact the building owner's insurance. Copy owner on boiler contractor contacts.
- **Treasurer's Report:** 48 monthly members and 14 annual members. \$21,335.32 in the bank.
- **Secretary's Report:** Not presented
- **Outreach and Education Report:** None

### Officers -

- **Vice President (Equipment) Report:** New entrance prepared.
  - **Media's Report** Not presented
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## Agenda

### Last Meeting Follow-up (Old business)

- Cleaning basement
  - Erika moves to allocate up to \$500 to make the middle side door an access point to the building - complete.
  - Moving front area to other areas/ member offices/ moving main entrance
    - 3D printing moves to Electronics room - done
    - Electronics room gets smaller - done
    - Vinyl cutters to vinyl room
    - Room across from elevator, VR/Conference room
    - Main conference Big room
    - Middle side door becomes main entrance
    - Rear side door would be a secondary access
- General future plan of action
  - Move out of the front (EVERYONE!)
  - Scrap metal drive (Erika)
  - Email to Bill regarding lease and maintenance (Shari)

### New Business

- Shari called the meeting to order at 2:14pm
- Erika votes to approve last month's minutes Bob seconded.
- Erika moves to adjourn the meeting at 3:21pm, seconded by Shari.