
QC Co-Lab Board Meeting Minutes

2021-12-12

Meeting called to order at 2:11

Attendees: Ben, Brian, Dakota, Erika, Ryan, Greg, Shari, Leonard, Matt G,

Approval of Agenda:

- Erkia moves to approve agenda, someone seconded, unanimous vote to approve.

Approval of Minutes from Previous Meeting

- Ben moves to approve October minutes. Leonard seconds. Unanimous vote to approve.

Reports:

Board Members -

- **President's Report:**
 - While talking with Bill via email we still don't know about the rent situation and what the utilities sharing looks like.
 - We only HAVE to share electricity, sewer, gas and water.
 - The dividing door between the front of the building is now locked
 - The front of the building's access system has been disabled on the new system. This is planning to be removed and relocated to the rear entrance. The old system has all members disabled and 12 cards have been created for Bill. This is completely separate from our system.
- **Vice President's Report:**
 - Boiler violations have been closed out (inspector has all the paperwork saying we fixed any issues). Ben talked with Bill who is scheduling a plumber to come in and do maintenance on the boiler (backflow). Bill has keys to do that. Ben will fire it when that is completed.
 - Ben has not talked with Bill about the chemicals but this is something that we should look into incase Bill wants to take over.

- Gave a tour to a guest from the city of Moline. They are looking for someone to use some building next to the Kone building downtown. There might be some interest in developing a makerspace in that building.
 - The city currently owns that space and has the idea that it might be a good place for a makerspace.
- **Treasurer's Report:**
 - 46 monthly memberships paid in the last 31 days, including two that have since requested to be cancelled. 10 annual memberships paid in the last 12 months. This represents about 59 people.
 - \$260 from Alter scrap for the items that left the building during the clean up process.
 - Quickbooks is showing \$20,968.33 in the bank as of 11/13/2021 however we are a bit behind on the balance of the books.
- **Secretary's Report:**
 - Going to update the monitors around the building with updated signage for the new doors, what can/can't be used etc.
 - Sending a membership email, website update, and pinned teams update on this as well.
- **Outreach and Education Report:**
 - **Nothing to report**
- **Officers Reports:**
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- **Media's Report:**
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- **Maintenance Report:**
 - Front doors are locked out
 - Access is locked out
 - 3D printers had an issue but it's mostly untrained users using equipment.
 - Looking into a new doorbell solution.

Agenda

Old Business

- Open projects:
 - 3 paint booths:
 - They need to be put in the scrap metal dumpster and then have a scheduled pickup so that they don't get grabbed up by local scrappers.
 - Plasma CNC - Requested power supply received (not yet installed)

- The power supply is in, however still might not be installed.
- On hold until further notice

New Business

- Discussing the ban of finishes and paints during the winter season with the potential of the following verbiage.
 - Any use of paint or finish that creates a poor working environment for the rest of the lab will not be permitted. In our mission statement we are designated as a place for collaboration and that isn't possible unless this policy is followed. Violations could result in changes to membership status or termination.
 - Erika moves to put the policy above on November 15th 2021, Shari seconds, unanimous vote to adopt the policy.
- Table saw maintenance or replacement
 - Looking over proposed saws. Ryan's recommendation is the sawstop with the F3 from Laguna coming in second.
- Building access, and restricting it from the front of the building
 - Was talked about during the officer reports. Should be addressed moving forward.
- Purchase 2 sheets of OSB to build some sound dampening for the new conference room.
 - Homasote is a material that is used for sound deadening. Could be used instead of OSB for the project.
 - Ryan will build one for a demo product. Will post on Teams with the finished product to expedite it getting done.
- Blackhawk gem and mineral club is looking for a home.
 - Continuing conversations with them. We will hopefully have a written proposal to vote on next month from Shari.
- Discuss some type of holiday open house / fundraiser.
 - Create a small sub committee to work on. Might be nice to have some premade laser cut ornaments and then do tours and decorating.
 - Dakota
 - Ben
 - Greg (design)
 - Erika
 - Theresa
- Set a time for the membership meeting
 - Sunday March 13th at 2:00 PM followed by a meeting for the new board.
- Discuss what having a volunteer hours requirement to be a member in good standing as well as membership dues.

- Put on the agenda to get on peoples radar for future meetings since this will need a bylaws change vote during the annual meeting.
- Shari moves to adjourn the meeting, Ryan Seconds. 11/14/21 4:48 PM.

ADDITIONAL COMMENTS OR COMPLAINTS: