

Spark Member Council



Meeting Agenda/Minutes
September 24, 2019

Member Council

Committee Chair: Casey Moran, Maritza Vargas, Mike Molinari

Formed 3/21/2018, Updated 5/2/2018

- This committee is formed to continue to strategize with the community on matters directly related to membership, including membership levels and responsibilities, member participation in the organization, ideas for income generation, volunteer management, and programming.
- The committee chair(s) may propose any policy changes directly to the Board of Directors, Executive Director, or other appropriate parties with the authority to implement such a change.
- No additional funding is authorized for this committee. Related costs within the existing budget must be approved by the Executive Director. Related costs not in the existing budget must be approved by the board.
- This committee shall be co-chaired by the Executive Director and the senior member representative on the Board of Directors. The junior member representative shall serve as Vice-Chair. Additional members may be added to or removed from the committee in a manner determined by the committee.

Chairs:

Casey Moran

Maritza Vargas

Mike Molinari

Attendees:

X Ashby Carlisle - Program

X Vic Filepp - A/V

Maritza Vargas - Chair

John Scimone - Electronics

Drew Gates - Electronics

X Mike Molinari - Electronics /Chair

Valerie Gilson - Stained glass

Robert Hatcher - Small metals

Dan Flavin, - Woodshop

Jake Kaeser- Woodshop

Jonathan Roussin- Woodshop

X Aly Maderson-Quinlog - Printmaking

X Nike Desis - Printmaking

Melinda Quinn - Fiber arts

Winifred Bellefleur - Fiber arts

Sherri Condon - Fiber arts

X George Ryan - Coworking

X John Davis

X Casey Moran
X Liisa Lang
X Luis A Garcia
X Jessica Firinn
X TJ

X = present

1. **Call to Order - 6:14pm**
2. **Roll Call**
3. **Reading and approval of the minutes**
July MOTION: SECONDED: VOTE:
4. **Action Items**

5. Reports - 5 minutes

- a. Executive Director Report
 - i. Members: 105
 - ii. New Members: Josh Brown (Printmaking), Leon Edwards Long (AV), Mary Cryan (electronics, woodshop), Robert Palmer (woodshop), Sam Langshaw (woodshop), Thomas Kramer (electronics)
 - iii. Membership Revenue: \$3,584.95
 - iv. Class revenue since the last meeting: \$838
 1. Stained Glass
 - a. 6 week \$380
 - b. Feathers \$228
 2. Screen Printing
 - a. Intro \$230
- b. Treasurer Report
 1. July numbers:
 2. \$4,898.54 membership income (includes \$1711 in scholarship income from Palmer grant)
 3. \$472 in class income

Board update:

Compiling wishlist Items:

<https://docs.google.com/spreadsheets/d/1pvmNLtWTB33T49KLKMCqraWsZ-GwMmU0ib-Y8lZgo5k/edit?usp=sharing>

Discussion and consensus about wishlist items to be sent to leads. Added to Casey's list by leads.

Anyone who can't Attend the member Council Meeting that Chairs a committee needs to send in a report before the meeting.

- c. Station report out
 - i. Electronics
 - 1. Meetups continue to draw new faces.
 - 2. Laser engraver traing coming soon.
 - ii. Woodshop
 - 1. Bandsaw box class coming up.
 - iii. Fiber Arts
 - 1.
 - iv. Stained glass
 - 1. Classes have been sold out. Woot.
 - v. Printmaking / Artspace
 - 1. Community print night has been going good. Attracting non members
 - 2. Spark halloween zine. Covers will be printed on community print night.
 - 3. Open shop has been mildly successful. Productive for the people who were there. Exploring different formats and directed learning.
 - 4. Previous screen printing class was sold out.
 - 5. Next screen printing class is almost sold out.
 - 6. Lino class has one sign up. Still has seats available.
 - vi. Small metals
 - 1. Sign with a phone number if you need to use small metals.
 - 2. We need to see about increasing utilization.
 - a. The possible need for classes.
 - b. The possible need for a meetup.
 - 3. Meetings going on to get others up to speed to run the station
 - vii. AV
 - 1. Adobe suite is on machines.
 - 2. Don't store you stuff on these computers
 - 3. Rules will be posted for using the Adobe cloud. Login / passwords.
 - 4. Classes for Adobe applications coming soon.
 - viii. Coworking
 - 1. Keep it clean you filthy animals.
- d. Program Committee:
 - i. How much revenue since the last meeting: See above
 - ii. Cassey & Ashby meetings with stations:
 - 1. Electronics
 - 2. Small metals
 - iii. Upcoming Classes:
 - iv. Discussion topic "Scheduling classes far out? How are they going?"
- e. Spaceforce
 - i. New committee was formed to investigate and plan for sparks long term future with the possibility of purchasing a new space.
 - ii. Next meeting. September 30, 2019. 6pm to 8pm

- f. Membership Committee -
 - i. Mike
 - 1. Next meeting to be announced.
 - 2. Add gift certificate sales plan to the membership committee meeting agenda.
- g. Fundraising Committee-
 - i. Need some direction from the board.
 - ii. Next fundraising meeting is on Oct 1, 2019. 6pm to 8pm
- h. Halloween Committee
 - 1. Last Meeting: August 21
 - 2. Next Meeting: Tomorrow Night. September 25, 2019.
 - 3. Fiddleheads donated 6 pumpkins for the september 15 meeting.
 - 4. Posters have been ordered.
 - 5. Marketing is happening.
 - a. Digital marketing strategy being spearheaded by Jessica Firinn.
 - 6. Meeting Notes:
 - <https://docs.google.com/document/d/1wRWLJaMDpfTt-fkrK-2MhHojCkadY8m3-BBulpqnqo/edit?usp=sharing>
 - 7. Project Plan/ Volunteer Opportunities:
 - <https://docs.google.com/spreadsheets/d/1lbowm-SxCsISrC1IWRX4wtweXeGLi5gWNvHxKxvdUow/edit?usp=sharing>

6. New Business

- a. Gift certificates. Make sure this topic is discussed at the membership recruiting committee.
- b. Donation boxes will probably work better if they are located in the stations. Example.
- c. Clothing swap on October 27, 2019.

Unfinished Business

7. Announcements

- a. Next meeting: Oct 29, 2019
- b. Member Social PotLuck:

8. Adjournment

- a. Meeting finished at : 7:20pm. MOTION: SECONDED: VOTE:

ACTION ITEMS / Closed, Extended, Tabled

- 1. **Extended** - Would the stations want control of the front windows
 - a. Stations are not interested in taking on another responsibility at this time.
 - b. Luis has volunteered to be the window committee.
- 2. Casey
 - a. Connect with Luis about the window.
 - b. Focus on small metals.
 - c. Move member meeting minutes to member drive
- 3. Approve minutes at the next meeting when there is a quorum.