

Spark Member Council



Meeting Agenda/Minutes
May 28, 2019

Member Council

Committee Chair: Casey Moran, Ashby Carlisle, 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

Ashby Carlisle

Mike Molinari

Attendees:

X Ashby Carlisle - Program

X Vic Filepp - A/V

John Scimone - Electronics

Drew Gates - Electronics

X Mike Molinari - Electronics

X Valerie Gilson - Stained glass

X Robert Hatcher - Small metals

Dan Flavin, - Woodshop

Jake Kaeser- Woodshop

X Jonathan Roussin- Woodshop

X Aly Maderson-Quinlog - Printmaking

X Nike Desis - Printmaking

X Melinda Quinn - Fiber arts

X Winifred Bellefleur - Fiber arts

Sherri Condon - Fiber arts

George Ryan - Coworking

X = present

1. Call to Order - 6:02pm

2. Roll Call

3. Reading and approval of the minutes

MOTION: Seconded by **VOTE: Unanimous**

4. Action Items

a. Need responses from stations for casey email.

i. Do it!!!!

5. Reports - 5 minutes

a. Spark's Financial Report

i. George

b. Executive Director Report

i. Members: 99

ii. Membership Revenue: 3537.09 !!!!

iii. Class revenue since the last meeting: ????

New Members This Month Member: Brandon L Boyd, Dana Norman, Danna Mancini, Kevin J Davis, Patrick M Crowley 5 New Members

4 members lost (3 under engagement, 1 financial) (we will discuss later under New Business)

Cash on hand:\$48,439.29

After meeting I will be Sending out an email: punch list of what we need to accomplish this month to each station

c. Program Committee:

i. How much revenue since the last meeting:

ii. Need more intro classes.

1. Only 3 classes scheduled

a. 2 fiber arts

b. 1 electronics

i. (we will discuss later under New Business)

2. Meeting with each station individually (will be included in Casey's email)

d. Signage Committee

i. George

e. Membership Committee -

i. Mike

ii. New stand up banner

iii. Next open house

1. June 1st (we will discuss later under New Business)

2. Aug 17th- Summer Melt)

a. We need 2 or 3 small projects from the stations

b. Volunteers to herd cats

iv. Next member recruiting meeting date June 18th,2019

- f. Fundraising Committee-
 - i. Chelsea Groton
 - ii. Stanley Tools sponsorship Sent
 - 1. pending
 - iii. Google Ad Words, Jess is working on it
 - 1. .Postponed until September
 - iv. Pfizer application
 - 1. Requested 6000, Waiting to hear back.
- g. Halloween Committee
 - i. Next meeting may 29 6pm
 - ii. Oct 13, Event at Hygenic.
 - iii. Each station showcase a pumpkin decorated
 - iv. Pumpkin smash or race TBD
 - v. Goth prom is going on at the social on the
 - vi. night of Halloween.
 - 1. Bracelets
 - 2. Makeup beforehand: Coco and Glam Pending
 - 3. Witches Walk pending

6. New Business

- a. Summer Melt- parameters for station activity -August 17th 10 weeks away (will be included in Casey's email)
 - i. We need 2 or 3 small projects from the stations
 - ii. Volunteers to herd cats
 - iii. One person at each station to talk to people.
 - iv. 2 pm to 6 pm for summer melt
- 1) Results of a baseline survey conducted at Member Meeting
- b. What items do we need in our stations that one may not own in their home studios?" (will be included in Casey's email)
 - i. What equipment is missing (Wish list)
 - 1. Will be used for applying for grants
- c. Mike and Casey reviewed past Members 3 biggest reason for leaving: 1. under engagement 2. Community Drama 3 financial hardship/ moving, 3 of the members we lost this month were due to under engagement
 - i. Possibly need more structured activities like meetups, skill shares, bench time
 - ii. Announce on the facebook page when you are here
 - iii. A social event, monthly member meeting, show and tell. Potluck Show and share.
 - iv. **MOTION: By Aly Maderson Quinlog, Changing our bi-monthly Member meeting to Member socials which includes : potlucks, brief information/ announcements, Show and share, Votes. Seconded by Sherri Condon VOTE: Unanimous**
- d. Would the stations want control of the front windows? Is it too much on your plate?
 - i. Yes. It seems like people are interestested in having stations decorate the window
 - 1. A/V
 - 2. Screen printing/ printmaking
 - 3. Fiber arts

4. Small metals

7. Unfinished Business

- a. Tabled to August 2019 meeting- Patreon

8. Announcements

- a. Next meeting June 25

9. Adjournment

- a. **Meeting ended at 7:08pm**

ACTION ITEMS / Closed, Extended, Tabled

1. **Casey-** Send out punch list to leads, included- when programming committee can meet with each station
2. Stations- Respond to email
 - a. Meeting time
 - b. Equipment
 - c. Summer Melt project Ideas
3. - Survey results extended