

Spark Member Council



Member Council Agenda/Minutes
Jul 26, 2022

Member Council

Committee Chair: Willem Lefevre and Casey Moran

Vice Chair: Drew Gates

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.
- Quorum of representation from at least 65% stations is required for proposals that go to the Board

Chairs:

Casey Moran - present
Willem Lefevre - present
Drew Gates - present

Attendees:

Need 6 stations for quorum

AV	Vic F
Small Metals	
Electronics	John S, Drew G
Glass Arts	Val G
Woodshop	Jonathan Roussin
Fiber Arts	Sherri
Drawing	
Printmaking	
Coworking	George

Others Present: Ashby Carlisle, Drew Bicknell-Gates

48 General	22 Working	18 honorary L,B,V	6 Community Liasions	12 Scholarships					
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- Station Budgets/ Executive Projects Funds

Electronics	Fiber Arts	AV	Stained Glass	Woodshop	Printmaking	Drawing Painting	Coworking
\$98.95	\$400.01	\$1,398.50	\$98.46	\$404.63	\$274.26	\$375.00	\$375.00

- **Summer Interns**

- Update- check out videos in member area! Printmaking, Fiber Arts are up. Glass video will be up real soon.
- Intro to Spark (English. and Spanish.) are both made and up.
- Spanish version of Screenprinting tutorial will be up soon.

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- **Standardization initiative-** Excellent Job

- Intro to stations Videos Need
 - Electronics, Woodshop- casey@sparkmakerspace.org will touch base with leads.
 - Check out Fiber Arts, Print Shop, Stained Glass!
- Certs-All stations moving forward

b. Summer Melt- DISCUSSION TIME HOW WILL WE ORGANIZE?

- We've done four. One was in the back of 86. One was in the Art Park. One was at 225?
- Usually at end of Aug, or very beginning of september.
- George concerned that August is slow.
- Ashby suggested using it as a way to kick off membership drive for the year.
- Stations in:
 - Val's in for demo.
 - Electronics in for blinky pins.
 - Sherri is in favor for Fiber, but needs to confirm date to check with leads.
 - Jonathan says woodshop in favor depending on date, probably not demo/project.
 -
- Casey would like to get the backyard cleaned up/cleaned out.
- **We are planning for Summer Melt to happen Sunday, September 18th, 1-3pm. casey@sparkmakerspace.org will confirm with leads.**

c. Goth Prom- 12/14 voted yes (Halloween)

d. Member social comeback? Member council meeting every other month?

- Should we make every other month a member social in lieu of member council?
- Val expressed concern about not having enough time to conduct member council business.
- George promised to reply to every Leads email.

- John Scimone asked that we bring back show and tell.
 - Drew Gates said
 - General consensus that there should be food.
- II. **MOTION: Val motioned that we make member council bimonthly with off months being member social.**
- III. **SECONDED: Drew G**
- IV. **VOTE: unanimous yes.**
 - a. There will be member council in August. There will not be member council in september. Direct your attention to summer melt. First Tuesday Night member social will be november? `casey@sparkmakerspace.org` date TBD?

5. Meetups Safety

- a. Signage is up!

6. Action Items- See below

- `casey@sparkmakerspace.org` and `george@sparkmakerspace.org` will be touching base regarding how to handle donation boxes in each space. Whether leads will empty or Casey will empty and how those donations will be tracked.

7. Consistent station policy on consumable materials/station supplies

- https://docs.google.com/spreadsheets/d/1PcZ-deXUHdAZbZ_HODjdCift6iU3bME7glHLIQHzj0E/edit?usp=sharing
- Everybody completed except for Woodshop. Jonathan Roussin said he would tackle this week.

8. Signup days

- Signup days needs **tour guides** (Saturdays 1-3pm)
 - Casey actively looking for Saturday volunteers.
 - Working Member discussion will be Wed, 7/27 at 5pm. (at spark or virtual). Link is on link.
- Need tour guides
- If you know a member who is looking for a volunteer opportunity, this is a good one

9. Fundraising Committee

- a. Working on grants.
- b. Looking into Community Investment Fund grant
- c. Working on a basic proposal to discuss with the state.
- d. George working on stats.
- e. Casey mentioned that Annual Appeal coming up soon (starts Nov.)
- f. Please share Spark's fundraising/messaging on your social media.

10. Membership Committee

- a. Next Meeting- July 27th 5pm
- b. Discuss Guest Policy
- c. Continue working on Working Member policy
- d. Talking about Family membership/Age policy

- e. Discuss summer melt

11. Education Committee

- a. How are classes and certs going?- discussion
 - Theresa had great feedback on private class with Connecting Cultures group. They have another class scheduled in August.
 - Fiber Cert attendance is on the low side.
 - Val says existing classes are going well.
 - Had student feedback that Spark isn't charging enough for Glass classes.
 - George suggested that the if we wanted the most profitable scale would be to raise the price until classes don't sell out.
 - Casey reminded the group that if we shoot for the most profitable outcome / benefit for membership we don't necessarily look good.
 - Drew suggested that we offer a higher priced ticket option with a note that if you can afford it, we'd appreciate it.
 - Vic pointed out that the grant will last longer if we offer that option.
 - Ashby suggested that we need to check with Jennifer at Community Foundation to determine that wording.
 - casey@sparkmakerspace.org will bring that to fundraising committee.
- b. Student Feedback
- c. Val took woodshop cert - said it was really good, really comprehensive. Ran 9hrs, 40min long. Really good, but not for the faint of heart.
 - Jonathan said there's been interest in a crash course, but suggestion was made that they might consider splitting in two days over a weekend.
- d. Drew G said stained glass cert was great.

12. Inclusion Committee

- a. Officially merged with the Membership Committee

13. Marketing Committee -

- a. Homeschooling initiative
- b. If you can share share share

14. Facilities Committee

- a. PHASE II
 - You can see notes open what is expected in the quote [here](#)
 - You can see the quote [here](#).
- b. List of known Facility projects is [here](#). If you see something you think belongs on the list please email [me \(Vic\)](#).
- c. Accessibility is being assessed. [EXTENDED]
 - Using a borrowed wheelchair
 - Known deficiencies
 - Print shop egress path does not meet code.
 - a. The table at the back of the room must be moved, modified, or eliminated.

15. Stations

- a. Check in:

- **Small Metals**
 - Still working on moving tools to the woodshop.
- **Fiber Arts Studio**
 - Very strong participation at open sew.
 - Nothing earth-shattering.
- **Print Shop**
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- **Woodshop**
 - Open shop nights every other Thursday are in full swing - currently getting light attendance of one or two people
 - One day certification classes seem to be popular as classes are fully booked. Current cadence is one class a month. Working on brainstorming ways to streamline class or break up into multiple sessions (currently runs 9-10 hours)
- **Stained Glass**
 - Nothing new to report. Classes going well.
- **Electronics**
 - V1 Certification Boards done. Working on v2.
 - Target order date is Fri, 29 Jul.
 - Class target late Aug. Boards will ship to JS as DG is away 2nd wk of Aug.
 - Elec. Night is going well.
 - Organization is ongoing.
 - casey@sparkmakerspace.org will talk to Mike to sched 3d printing cert.

New Business

16. Member to Member Communications - John Scimone

- a. Presently, our membership's communications are fractured.
 - Some use email, some use Telegram, groups use texts, and some use Facebook
 - Obstructs a cohesive sense of community
- b. We've tried to find a communication venue in the past, but we've been unsuccessful
 - Poor adoption
 - Confusing interfaces
 - People aren't already there
 - Facebook probably has the most member-to-member communication, but due to privacy concerns it's a poor platform to suggest members use
 - Twitter is not good for managing a community
 - Seeking suggestions if anyone has them

Ongoing conversation re: the possibility of Discord. Vic and Val have been testing out with David Beers and like it.

Drew or John S can/will share invite link to CT Makers Collective Discord with anyone who is interested. A handful of the Electronics Nerds already in there, as well as folks from MCT, MakeHaven.

MakerspaceCT and MakeHaven have also used Discord successfully.

George pointed out that the real issue isn't the tech-savvy people, it's the non tech-savvy people. If the app isn't simple it won't necessarily help.

Casey asked that whatever we do it be simple since he'll be asked about it.

17. New Committee Suggestion - John Scimone

- a. IT Committee
 - We need a committee that will take care of our digital infrastructure much like the facilities committee takes care of our physical infrastructure
 - This committee has existed informally for some time now
 - Should be empowered to plan, implement, and maintain the digital infrastructure of Spark. Should facilitate communications, internet connectivity, web infrastructure, etc.
 - Formalizing this committee will provide transparency, improve member involvement in IT, and create better processes
 - I propose that this committee be formally created with co-chairs John Scimone and Drew Gates.
- Casey expressed concern that he would like to make sure we are presenting a unified front in terms of branding and text.
- George expressed concern that Casey should be able to make executive decisions where necessary. Board/Member Council can follow up as needed.
- b. **MOTION: Drew G. moves we ask the board to form the IT Committee with Drew G. and John S. as co-chairs.**
- c. **SECONDED: Vic**
- d. **VOTE: Unanimous**

Unfinished Business

- Dewalt?

Announcements

Adjournment

- e. **Meeting finished at : 8:09pm**