

# Spark Member Council Meeting Minutes



Meeting Agenda - Minutes

**May 29, 2018**

**Chairs:**

John Scimone

Casey Moran

**Attendees:**

Ashby Carlisle - Programming

Vic Filepp - A/V

xDrew Gates - Electronics

Mike Molinari - Electronics

xValerie Gilson - Stained glass

Kim Kantharaj - Small metals

Tim McGuire - Woodshop

Aly Maderson-Quinlog - Printmaking

xNike Desis - Printmaking

xMelinda Quinn - Fiber arts

Winifred Bellefleur - Fiber arts

Sherri Condon - Fiber arts

xGeorge Ryan - Coworking

X = not present

**Member Council****Committee Chair: Casey Moran, John Scimone**

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.

**I. Call to Order - 6:07**

**II. Roll Call**

**III. Reading and approval of the minutes.**

- a. Nothing to read or approve

**IV. Report of Chairs. - 6:07 - 6:10**

- a. Quick overview of meeting format
  - i. Robert's Rules of Order
- b. Purpose of the Member Council
  - i. Broadly represent membership and stations
  - ii. Create and manage makerspace community policies
  - iii. Propose items for Board of Directors consideration
  - iv. Resolve community issues

**V. Reports of Standing Committees. - 6:10 - 6:20**

- a. Special: Summer Melt - Moran
  - i. Partnering with the Hygeinic
  - ii. 1 Day in the Art Park in the Summer -> July 29, 2018
  - iii. Needed a brief write-up for the event
  - iv. Will be charging admission for a fundraiser
  - v. Create floating walls that can be interactive
  - vi. Walls will be going to NLMS for exhibition
- b. Programming: Class Proposals - Moran
  - i. Leads should have brought class proposals today
  - ii. Can fill out the proposal on paper or on-line

**VI. Special Orders - 6:20 - 7:35**

- a. Propose a mission statement to the Board - 6:30 - 6:45
  - i. Motion - "Fostering creative community" (ammendment) - Aly
  - ii. Motion - "Sharing ideas, equipment, and knowledge to Make Stuff" - Scimone
  - iii. Motion- "Eliminating barriers to creativity" - Curran
- b. Structure of Member Council - 6:45 - 7:00
  - i. Motion - One representative per workstation and three open seats shall be on the Member Council with the ability to assign a proxy - Scimone passed
  - ii. Motion - The Member Council shall meet monthly - Scimone passed
  - iii. Motion - The Member Council will meet on the last Tuesday Night of the Month - Moran passed
  - iv. Motion - General Membership will meet on the first Tuesday of the Month - Moran passed
  - v. Motion - Quorum of representation from at least 65% stations is required for proposals that go to the Board- Fillepp passed
- c. Lead expectations - 7:00 - 7:15
  - i. Motion - All workstations shall develop safety guidelines and rules of use by June 8 for Board approval - Scimone passed
- d. Working members - 7:15 - 7:20
  - i. Motion - Reaffirm that working members must volunteer a minimum of 8 hours per month to qualify for the working member rate - Scimone passed
- e. Age policy - 7:20 - 7:35

- i. Motion - Propose to the Board that the minimum age of membership be reduced to 13, but under 18 they must be accompanied by an adult member - Scimone postponed until next meeting
- f. Family Membership- 7:35 - 7:45
  - i. Motion - Family plan: One member in good standing can sponsor their household and/or immediate family members each additional member would pay \$30.-  
Curran passed

**VII. Unfinished Business and General Orders. - 7:45**

- a. No unfinished business or general orders

**VIII. New Business. 7:45 - 8:00**

- a. Motion - Select a date for the next Summer Melt committee meeting: June 7 at 6:00-8:00  
- Moran passed
- b. Motion - Member Council Meetings are open to the General Membership for attendance.  
- Scimone passed
- c. Motion - General Membership meeting every other month. - passed
- d. Motion - Set the General Membership meeting on Tuesday June 26 with the Member Council Meeting on that Sunday June 24 2-4pm. - passed
- e. Motion - Mission Statement Date for brainstorming June 19 6-8pm - passed
- f. Motion - Any member in good standing who shows up to a meeting gets a vote. - postponed
- g. Motion - General member work expectations - postponed

**IX. Announcements**

- a. None

**X. Adjournment. - 8:04**

**Send the electronics rules**