

Spark Member Council



Meeting Agenda /Minutes
November 26, 2018

Member Council

Committee Chair: Casey Moran, John Scimone, Ashby Carlisle

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:

John Scimone
Casey Moran
Ashby Carlisle

Attendees:

Ashby Carlisle - Programming
Vic Filepp - A/V
Drew Gates - Electronics
Mike Molinari - Electronics
x Valerie Gilson - Stained glass
x Robert Hatcher- Small metals
Tim McGuire - Woodshop
x Aly Maderson-Quinlog - Printmaking
Nike Desis - Printmaking
x Melinda Quinn - Fiber arts
x Winifred Bellefleur - Fiber arts
x Sherri Condon - Fiber arts
x George Ryan - Coworking
Casey Moran
Stu Sharack

X = not present

I. Call to Order -

II. Roll Call

III. Reading and approval of the minutes

IV. Reports of Standing Committees - 5 minutes

- a. Spark's Financial Report
Available next week
- b. Programming
Have classes upcoming for stained glass, fiber arts, printmaking, and drawing.
Need regular classes from electronics, would like a demo from small metals.
- c. Scholarships
1 scholarship recipient did not work out due to schedule unavailability.
All scholarships have been awarded except woodworking.

V. Special Orders - 15 minutes

- a. Signage for Spark Makerspace
Should we get a temporary sign up in the window? Cannot cover more than 30% of windows

We need to get a design ready, determine what we need to do, what the design looks like, and wait until we have funds to execute.
Need to form a committee - possible chairs: George Ryan or John Curran?
- b. Makerfaire/Creatinova
Discussed timing of Creatinova/Makerfaire in spring. Timing is tight to get Maker Faire branding. Postpone to 2020?
Need to form a committee. Co-chairs: Aly, Drew, and Casey.
- c. Summer Melt/Membership Drive geared towards adults
Need to form a committee. The idea is to have a straight-up member drive where every workstation is active and having a fun activity.
Chair: Mike Molinari and of course Casey
- d. Dec. 25th meeting
We're re-scheduling for 12/4
- e. Maker Kids - 1 Saturday a month. Team up with the Hygienic
Bring up on 12/4 for discussion/vote. Items of concern: age range, overlap with (or partnership with?) the library
- f. Teaching at Brunches with the Social
Jackbox at brunch?

VI. Unfinished Business and General Orders - 15 minutes

a. From September 11, “Discussion was held about how to handle leads who are deficient in meeting your responsibilities. As discussed: Initial discussion with a deficient lead will be handled first from the Executive Director. Then it would be brought to the Member Advisory Council if not corrected.”

The leads discussed the process outlined above. Discussed adding a step at the beginning of the process for leads to communicate between themselves first. Instead, it was decided that the step should not be made policy. Discussed whether the process should be more specific with specific steps and a timeline.

Thirty days after the problem is identified and discussed between the ED and the lead in question, the problem should be corrected. During this 30 day period, the MAC should be notified. After 60 days, the MAC should be notified that a vote will be held on that lead’s status at the next MAC meeting. The issue must be resolved one way or the other within 90 days.

MOTION by , seconded by .

b. Process for handling under-used workstations **25 minutes**

Ask why it’s being under-utilized. Is it the activity, a general lack of interest, the lead(s), or something else?

Action Item - Mike Molinari to bring a draft of his “algorithm”

c. Leads & experts to offer private sessions with non-members and Members?
Need someone to write a proposal that clearly presents the plan.

VII. New Business - 1 hour

VIII. Announcements

IX. Adjournment