

Board Meeting Minutes

Kwartzlab Society Inc.*

2009-09-04

Location Kwartlab Society Inc., Unit 106, 283 Duke Street West, Kitchener ON

Date Friday, September 4, 1930EDT

Distribution To all Kwartzlab Society Inc. Board Members

Directors

Present Alexandra Dysinski, Cedric Puddy, Darin White, Eric Gerlach, Robert Gissing

Arrived Late Ben Brown (arrived during Agenda Item #8.3 Old Business: Build-out)

Absent Stephanie Smith

Quorum Yes (5/7)

Others

Kwartzlab Society Members Bevan Lantz, Ed Blanchard, Jessica Clayman

Guests

These minutes are considered complete and correct. Please advise the Secretary (secretary@kwartzlab.ca) of any errors or omissions. Otherwise, these minutes will be considered an accurate record of the discussions.

*Recorded by Cedric Puddy, Director

PROCEEDINGS

1 Call to order

The President, Eric Gerlach, called the meeting to order at 2019 EDT, and Director Cedric Puddy recorded the minutes. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

2 Approval of the Agenda

The Agenda was presented by the President, and approved by general consensus of the Board.

3 Approval of the 2009-08-12 Board Meeting Minutes

The 2009-08-12 Board Meeting Minutes were approved by general consensus of the Board.

4 Approval of the 2009-08-18 Board Meeting Minutes

Approval of the 2009-08-18 Board Meeting Minutes has been deferred until the next Board Meeting.

5 Approval of the 2009-08-27 Board Meeting Minutes

The 2009-08-27 Board Meeting Minutes were approved by general consensus of the Board.

6 Approval of the First 2009-08-31 Board Meeting Minutes

The first 2009-08-31 Board Meeting Minutes were approved by general consensus of the Board.

7 Approval of the Second 2009-08-31 Board Meeting Minutes

The second 2009-08-31 Board Meeting Minutes were approved by general consensus of the Board.

8 Old Business

8.1 Banks

Presentation

Eric Gerlach presented to the Board an update on Ben Brown's behalf. We can set up direct debit payments provided 2 of the 3 signing officers sign the form.

8.2 Insurance

Actions

WHO	WHAT	WHEN
Eric Gerlach & Ben Brown	will arrange direct debit payment for the previously approved EnCon Insurance Policy	by Sept 8, 2009

8.3 Buildout

8.3.1 Security

No update until James Bastow returns.

8.3.2 Ceiling

Presentation

Eric Gerlach presented to the Board that he is continuing his work blowing out the ceiling.

8.3.3 Windows

Presentation

Darin White presented to the Board that he will continue work on the windows over the coming weekend.

8.3.4 Painting

Discussion

There was a brief discussion about the upcoming painting of the space.

Actions

WHO	WHAT	WHEN
Robert Gissing & Alexandra Dysinski	will organize all of the painting details for the coming weekend	

8.3.5 Organization for the Weekend

Actions

WHO	WHAT	WHEN
Robert Gissing & Alexandra Dysinski	will organize all of the buildout details for the coming weekend	
Eric Gerlach	will post a call for volunteers to the mailing list	

8.3.6 Flooring

Discussion

There was a discussion regarding flooring options for all three rooms. We may want to improve the work room flooring in the future, but for now washing is probably sufficient.

Actions

WHO	WHAT	WHEN
Robert Gissing	will find out if garage paint is suitable for the front room; if it is not, he will price floor paint	by Sep 5, 2009
Robert Gissing	will tile the kitchen floor and backsplash	

8.4 Logo

Decisions

1. Be it resolved that the logo known as "the socket" be adopted as the Kwartzlab Society Inc. logo, font TBD.

Motion Moved By Robert Gissing

Motion Seconded By Ben Brown

In Favour 5

Opposed

Abstained Eric Gerlach

8.5 Website/Mailing Lists

Deferred due to Stephanie Smith's absence.

8.6 Grand Opening

8.6.1 Party

Discussion

There was a discussion regarding planning which needs to be completed for the Grand Opening Ceremonies. We'll need to organize some opening remarks, thank people for coming, etc. We also need to provide an opportunity for political guests to speak.

Actions

WHO	WHAT	WHEN
Eric Gerlach	will organize political guests	

8.6.2 Alcohol

Presentation

Eric Gerlach presented to the Board an update on Natalie's progress in arranging for alcohol at the event. Natalie will be visiting the LCBO on September 5, to get an update on our license. Natalie has also volunteered to organize food. We are legally obligated to serve food with Alcohol.

Actions

WHO	WHAT	WHEN
Natalie	will price out catering options at 50 and 75, determine on-demand food option	

8.6.3 Fire Code

No update.

8.6.4 Other Events

Presentation

It was presented to the Board that Andrew Mackie has been collecting projects for presentation at the Grand Opening on the website forums.

8.7 Converting club members to corporate members

Decisions

1. Motion Passed: Be it resolved that Cheryl Mok & Katrina Somers are admitted to membership in Kwartzlab Society Inc.

Motion Moved By Eric Gerlach

Motion Seconded By Cedric Puddy

In Favour

Opposed 0

Abstained

Actions

WHO	WHAT	WHEN
Eric Gerlach	will edit the audit exemption form to add clarification for new members: that the form no longer has options, and that it contains language to make it clear that it is not required for membership.	

8.8 Engaging Politicians & Municipalities

Actions

WHO	WHAT	WHEN
Eric Gerlach	will generate invitations for hand delivery, find volunteers to deliver them.	

8.9 SoOnCon Update (was: Hackerspace alliances)

Presentation

Darin White presented to the Board an update on the SoOnCon Event. Organizers have narrowed down a price (\$25 for first 50 registrations), and set a preliminary schedule (Friday will be BBQ, Saturday talks and food, busses from Hamilton to Toronto for Nuit Blanche). They are hoping to have about 20 talks scheduled, which are being organized on the SoOnCon Wiki. Organizational calls are happening Thursday Night, 8pm, on the Telephreaks Open call line.

Discussion

There was a discussion regarding the extend to which Kwartzlab should invest in this event.

Decisions

1. It was agreed by the general consensus of the Board that Kwartzlab Society Inc. should not commit any corporate money to this event.
2. Be it resolved that Kwartzlab Society Inc. will be a partner in SoOnCon.

Motion Moved by Darin White

Motion Seconded by Eric Gerlach

In Favour 5

Opposed 0

Abstained Alexandra Dysinski

Actions

WHO	WHAT	WHEN
Darin White	will prepare & present a talk on Kwartzlab for SoOnCon	

9 New Business

9.1 Kyle Spaans' membership status

Presentation

Eric Gerlach presented to the Board a summary of Kyle Spaan's situation. While he has paid the sign-up fee as a Founding Member, he will be away on work term for 4 months, and would like to defer his membership until he returns in January 2010.

Discussion

There was a discussion regarding what sorts of policies should be in place for putting a membership in hiatus, and whether or not there should be a penalty for doing so.

Decisions

1. Be it resolved that Kyle Spaan's is allowed to delay his membership without penalty until January 2010 and still be considered a founding member.

Motion Moved By Eric Gerlach

Motion Seconded By Darin White

In Favour 6

Opposed 0

Abstained

Actions

WHO	WHAT	WHEN
Eric Gerlach	will communicate the Board's decision to Kyle Spaans	

9.2 Hackerspaces.org Call-in

Discussion

There was a discussion regarding the upcoming Hackerspaces.org call-in. Both Eric Gerlach & Darin White intend to participate.

Actions

WHO	WHAT	WHEN
Eric Gerlach	will provide an update on the Hackerspaces.org call-in regarding the State of the Nation at Kwartzlab	

9.3 New Members

Decisions

1. Be it resolved that Jessica Clayman is admitted to membership in KwartzLab Society Inc.

Motion Moved by Eric Gerlach

Motion Seconded by Alexandra Dysinski

In Favour 6

Opposed 0

Abstained

9.4 Bylaws

Discussion

There was a general discussion regarding what by-laws should be enacted at the first general meeting.

Actions

WHO	WHAT	WHEN
Eric Gerlach	will draw up a first draft of our by-laws, and post them to the members list for discussion	

9.5 Presentations before Municipal Councils

Presentation

Darin White presented to the Board that he has contacted Susan Greatrix, the Secretary of Waterloo City Council, to arrange an opportunity to introduce Kwartzlab Society Inc to Waterloo City Council.

Discussion

There was a discussion regarding the process by which we formally contact the public. The Board should approve any formal communication opportunities first. It was also noted that City Council meetings are televised by Rogers, which means any presentation we make for Council has the potential to reach a larger audience.

Decisions

1. Be it resolved that Darin White has permission to make a presentation to Waterloo City Council, and that Robert Gissing has permission to make a presentation to Kitchener City Council.

Motion Moved by Eric Gerlach

Motion Seconded by Robert Gissing

In Favour 6

Opposed 0

Abstained

10 Next Board Meeting

It was agreed by the general consensus of the Board that unless/until announced otherwise, Kwartzlab Society Inc. Board Meetings will be held every Wednesday evening at 1930. The next Board Meeting is therefore scheduled for Wednesday September 9, 2009, 1930 EDT. The meeting was adjourned at 2150 EDT.

Motion Moved by Eric Gerlach

Motioned Seconded by Alexandra Dysinski

In Favour 6

Opposed 0

Abstained

11 Adjournment

The meeting was adjourned at 2150EDT.

Motion Moved By Eric Gerlach

Motion Seconded By Alexandra Dysinski

In Favour 6

Opposed 0

Abstained