

KWartzLab Society Inc.

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Meeting Minutes

Metadata

- * Type of Meeting: Board of Directors
- * Date: Thursday, February 3, 2011
- * Time: 1930 EST
- * Location: KWartzLab Society Inc.
- * Meeting #55

BOARD MEMBERS

- * Present: Alex Williams, Eric Gerlach, Ben Brown, Cedric Puddy,
Robert Gissing, Stephanie Smith
- * Absent: Paul Walker
- * Quorum: Yes (6/7)

Distribution: To all KWartzLab Society Board Members

These minutes are considered complete and correct. Please advise the Secretary <secretary> of any errors or omissions. Otherwise, these minutes will be considered an accurate record of the discussions.

Proceedings:

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1. Call to Order

Director, Ben Brown, acted as chair for the meeting, calling it to order at 1941 EST. The Secretary 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 Meeting Chair. Robert Gissing asked to add a purchase authorization under New Business. The agenda, with this

addition, was approved by the general consent of the Board.

3. Approval of Previous Minutes

The Secretary presented meeting minutes for October 12, November 4, December 9, December 23, January 6, January 11, and January 23, for approval. The Board agreed by consensus to approve all of the minutes under a single motion.

Motion: Be it resolved that the Board accepts the minutes presented for October 12 2010, November 4 2010, December 9 2010, December 23 2010, January 6 2011, January 11 2011, and January 23 2011.

So moved by Ben Brown.

Seconded by Stephanie Smith.

In Favour: 6

Opposed: 0

Abstained: 0.

Motion carries.

4. Report from the President

The President addressed the Board regarding some of his thoughts regarding the coming year. He expressed some concerns regarding ensuring that the membership remains engaged, and targeting opportunities to grow our numbers. There was a brief discussion regarding events that KwartzLab should host this calendar year; that discussion should be continued with the membership.

Alex Williams presented the Board with a visualization of our TON attendance numbers (based on guest book entries). TON attendance is steadily trending upwards. A seasonal arc is also emerging.

There was a brief discussion regarding what additional metric could be pulled from the door database.

5. Report from the Treasurer

The Treasurer presented the Board with a financial update. He indicated that our QuickBooks data has all been restored, and that we are almost caught up on all outstanding deposits. The Treasurer also indicated that a

draft of the proposed budget revision will be ready for review within the next couple of weeks.

6. Old Business

6.1. Website & Mailing Lists

Update for action 39.2 on Ben Brown: build new site in WordPress

Ben reported to the Board that all blog posts up to last week have been successfully imported into WordPress. He is manually editing all of the internal links, and has a few more cosmetic changes to make.

6.2. Need of alarm system and anti-burglary system

Update on action 39.3 on Ben Brown: install webcam security cam outside our front door

Ben reported to the Board that the security camera has been installed. The box didn't allow the camera sufficient mobility, so it is mounted without a box.

There was a brief discussion regarding the possibility of covering up light on the camera, to make it more discreet.

6.3. Heavy Equipment Lab



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BUSINESS - CHEQUING - 5209204 \$9,066.77 [OK](#)

Last 31 Days

Balance Date: Feb 03, 2011

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<u>▼ Date</u>	<u>Description</u>		<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Feb 01, 2011	CHQ#00066-0500522802	View Cheque	1,017.00		\$9,066.77
Feb 01, 2011	CHQ#00067-0500522801	View Cheque	452.00		\$10,083.77
Feb 01, 2011	DEPOSIT			553.00	\$10,535.77
Feb 01, 2011	DEPOSIT			839.50	\$9,982.77
Jan 31, 2011	COMM PLUS FEE		4.95		\$9,143.27
Jan 25, 2011	PTS FRM: 38233125267			56.50	\$9,148.22
Jan 24, 2011	EMAIL TFR C2jjWYzn			226.00	\$9,091.72
Jan 14, 2011	AVIVA INS		174.54		\$8,865.72

Total: \$1,648.49 \$1,675.00

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[About This Statement](#) - Feb 03, 2011

[Customize Account Activity](#)

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All transactions to the close of the previous BUSINESS day will be downloaded.

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Current Reimbursement Requests

Name	Amount	Description	Budget Item
Robert Gissing	\$225.98	Wireless Cameras for building hallway	Misc
Total	\$225.98		