

Board Meeting Minutes

Kwartzlab Society Inc.*

2009-12-17

Meeting # 21

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

Date Thursday, December 17, 1930EST

Distribution To all Kwartzlab Society Inc. Board Members

Directors

Present Cedric Puddy, Eric Gerlach, Stephanie Smith, Robert Gissing

Arrived Late Alexandra Dysinski

Absent Darin White, Ben Brown

Quorum Yes (4/7)

Others

Kwartzlab Society Members Paul Walker, Mark Smith

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 Stephanie Smith, Secretary

PROCEEDINGS

1 Call to order

The President, Eric Gerlach, called the meeting to order at 1941 EST, and the Secretary, Stephanie Smith, 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

Mark Smith asked to add his membership status to the meeting's Agenda. The President presented the Agenda to the Board, with the addition of Mark Smith's membership status, and it was accepted by general consensus.

3 Report from the Treasurer

The Treasurer was not present to report.

4 Action Item Updates

4.1 Update for action 13.2 on Ben Brown: convert website design to drupal template.

Outstanding

4.2 Update for action 16.1 on Eric Gerlach: Call our insurance broker and ensure we properly understand the insurance implications of event organizers keeping revenue from events held in our space.

Complete: Eric reported that independent event organizers will need to provide their own public liability insurance for events held in our space. It would be diligent for the Board to seek proof of insurance before an event takes place.

4.3 Update for action 17.1 on Eric Gerlach: Post draft of lease agreement to members list asking for comment.

Outstanding

4.4 Update for action 17.2 on Ben Brown & Eric Gerlach: New draft budget incorporating new language for funds.

Outstanding

4.5 Update for action 17.3 on Robert Gissing: Get quote on epoxy paint.

Complete: Gus reported that epoxy paint will cost \$300/5 gallons.

4.6 Update for action 17.4 on Stephanie Smith: Help Darcy remove his Twitter info from the website.

Complete: Steph reported that Darcy's twitter account info has been removed from his website profile.

4.7 Update on action 17.5 on Darin White: Summarize discussion about large tools and email members list with a few options to get feedback about it.

Outstanding

5 Mark Smith's Membership Status

Mark Smith asked the Board if he could put his membership on hiatus for the Winter Term (January - April, 2010), due to financial reasons.

Motion *The Board approves Mark Smith's request to put his membership on hiatus from January 1, 2010 through April 30, 2010.*

So moved by Eric Gerlach

Seconded by Robert Gissing

In Favour 5

Opposed 0

Abstained 0

6 Reimbursements

Motion *Despite Ben Brown not being present to cut a cheque for Robert Gissing's truck expense, the Board Authorized Robert to co-sign his own reimbursement cheque.*

So moved by Eric Gerlach

Seconded by Cedric Puddy

In Favour 4

Opposed 0

Abstained Robert Gissing

7 Next Board Meeting

The Board agreed by general consensus to next meet on Wednesday January 6th, at 7:30PM.

Eric Gerlach & Alexandra Dysinski will not be present for the January 13th meeting.

8 Adjournment

The Board meeting was adjourned at 2003EST.

So moved by Stephanie Smith

Seconded by Cedric Puddy

In Favour 4

Opposed 0

Abstained 1