

KWartzLab Society Inc.

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Meeting Minutes

Metadata

- * Type of Meeting: Board of Directors
- * Date: Thursday, March 10, 2011
- * Time: 2000 EST
- * Location: KWartzLab Society Inc. Headquarters
- * Meeting #59

BOARD MEMBERS

- * Present: Eric Gerlach, Ben Brown, Alex Williams, Stephanie Smith
- * Absent: Paul Walker, Robert Gissing, Cedric Puddy
- * Quorum: Yes (4/7)

OTHER ATTENDANCE

- * Members: Don Leibold, Ralph Janke, Bevan Lantz, Rob Adler

Distribution: To all KWartzLab Society Board Members

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.

Proceedings:

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1. Call to Order

Board Chair, Eric Gerlach, acted as chair for the meeting, calling it to order at 2010 EST. The Secretary, Stephanie Smith, also 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, with the following amendment: The Ubuntu Release Party is on April 30, not April 20. The Board approved the agenda, with this amendment, by general consent.

3. Report from the Treasurer

The Treasurer reported to the Board that: KwartzLab is still solvent; there is no comic today; he is still catching up on back deposits; our last rent cheque was deposited on time. This report was grudgingly accepted by the general consent of the Board. Comics are nice.

4. Old Business

4.1. Mailing Lists & Website

Ben Brown confirmed that the website migration is done!!!!!!one.
And there was much rejoicing.

Apropos of nothing, the Board also agreed to ban the number 2.

4.2. Heavy Equipment Lab

4.2.1. Electrical Work

Ben Brown reported to the Board on behalf of Robert Gissing. Gus and the electrician will be coming in this weekend to run cable. Cable ended up being cheaper than expected, and so the total job should come in around \$1100.

4.2.2. Security of Boiler Room Door

The Board confirmed that the deadbolt has not yet been installed.

4.2.3. Budget Revision

1. Update for 45.2 on Ben Brown: post new budget to Board list for review.

Item pending.

5. New Business

5.1. Public Event: Ubuntu Global Jam, April 12 2011

Ralph Janke requested the opportunity to hold a public Ubuntu Global Jam in the lab, on April 2.

Motion: Make Ubuntu Global Jam a public event on April 2, 2011, for whatever hours they want.

So moved by Eric Gerlach.

Seconded by Ben Brown.

There was a brief discussion regarding whether we wanted to pre-approve all global jams as public events. Ralph indicated that there was no specific need to do so. He further indicated that the local Jam organizers have found the timing of the Global jams inconvenient (they are held a couple of weeks before the release party), and so in the future they may prefer to hold a different event, not timed with Global Jams. The Board agreed that approving a recurring event every six months is not a hardship.

In favour: 4

Opposed: 0

Abstained: 0

Motion carries.

5.2. Public Event: Ubuntu Release Party, April 30 2011

Ralph Janke requested the opportunity to hold a public Ubuntu Release Party in the lab, on April 30.

Motion: Make Ubuntu Release Party a public event on April 30, 2011.

So moved by Eric Gerlach.

Seconded by Ben Brown.

In favour: 4

Opposed: 0

Abstained: 0

Motion carries.

5. 3. Purchasing Request: Cleaning Supplies

Rob Adler presented the Board with a purchasing request, to acquire additional (non-consumable) cleaning supplies. In particular, we could use accessories for the Rigid vacuum cleaner, a new upright vacuum, and other miscellaneous supplies.

There was a brief discussion regarding whether or not our current upright vacuum might be repaired.

Motion: Be it resolved that the Board allocates \$200 to Rob Adler for cleaning supplies.

So moved by Eric Gerlach.
Seconded by Alex Williams.

Discussion: If Rob needs more than \$200 in order to repair or replace the upright vacuum, he can request a higher limit from the Board.

In favour: 4
Opposed: 0
Abstained: 0

Motion carries.

5.4. Maker Faire Toronto

Ben Brown presented the Board with an update on Maker Faire Toronto, which will be taking place on May 6-8. He is currently in discussions with Seth Hardy regarding a vendor table for KwartzLab. We should be able to get as much space as we want. Ben also indicated that Andrew Mackie has volunteered to help at our table.

5.5. Business Plan

Alex Williams reported to the Board that he will be talking to Andrew Maxwell (of the Hub) in a couple weeks. Andrew has a lot of relevant domain knowledge, and could be a valuable resource for pulling together a business Plan. Alex would like to hold off on the Business Plan discussion until after that meeting.

5.6. Health & Safety

There was a brief discussion regarding whether or not any progress has been made in discussing our proposed new policy with the lawyer. To the best of everyone's knowledge, Gus has not yet spoken to the lawyer. If Gus does not have time, can somebody else handle this?

ACTION 59.1. on Ben to co-ordinate with Gus, regarding contacting lawyer.

5.7. Trillium Grant

Ben Brown reported that the next Trillium Grant deadline is in July, and he is hoping to have an application ready for then. Ben has arranged to meet with local liaison in the next couple weeks to work on application.

There was a brief discussion regarding other grant/corporate donation opportunities, specifically with RIM. Now that Darin White is no longer a member of KwartzLab, somebody else will need to pursue these opportunities. The Proud2Be grants, in particular, need to be facilitated by a RIM employee.

6. Action item review

45.2 on Ben Brown: post new budget to Board list for review.

59.1. on Ben to co-ordinate with Gus, regarding contacting lawyer.

7. Adjournment

The meeting was adjourned by the general consent of the Board at 2037 EST.