

Board Meeting Minutes

Kwartzlab Society Inc.*

2009-08-18

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

Date August 18, 2009

Distribution To all Kwartzlab Society Inc. Board Members

Directors

Present Eric Gerlach, Darin White, Robert Gissing, Ben Brown

Absent Steph Smith, Cedric Puddy, Alexandra Dysinski

Quorum Yes (4/7)

Others

Make:KW Hackerspace Initiative Members Katrina Somers

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 Katrina Somers

PROCEEDINGS

1 Call to order

Eric Gerlach called the meeting to order at 19:40EDT, and Katrina Somers recorded the minutes. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

2 Acceptance of the Agenda

The agenda was approved by general consent.

3 Buildout Deadline & Grand Opening

Discussion

There was a discussion about the best dates for the finish of the buildout and the Grand Opening. It was felt that we needed to have two weeks between the end of buildout and the Grand Opening, in case buildout ran over. It was proposed that the Grand Opening be held on October 1st, 2009, thus making the end of buildout September 17th.

Decisions

1. Be it resolved that the target date for the end of the buildout of the space be September 17th, 2009, and that the Grand Opening shall be held on October 1st, 2009.

Motion Moved by Darin White

Motion Seconded by Robert Gissing

In Favour 4

Opposed 0

Abstained

4 Liquor License for Grand Opening

Presentation

It was reported to the board that there are two types of liquor licenses: sale and no sale. If we use a "sale" license we can sell beer as a reception or a fundraiser, however we cannot advertise if it is a reception. A "no sale" license means we have to buy the liquor and give it away for free (open bar).

It was reported to the board that Natalie would figure out how much beer we need to buy.

It was noted that if we wish to sell alcohol at the event, it would reduce our liability to have a SmartServe certified bartender.

Discussion

There was a question about giving complementary tickets to dignitaries and/or members, Eric was unsure about the legalities of this.

Actions

WHO	WHAT	WHEN
Eric Gerlach	will ask his brother about being a bartender for the event.	
Eric Gerlach	will look into complementary beverages.	

5 Getting Charter Members into the Corporation

Discussion

In regards to a membership agreement, it was discussed that we should ask what other hackerspaces are doing. Eric noted that he had sent off an email about this, but had not received a response yet. It was discussed that we should have some sort of agreement drafted that includes language about returning keys, key deposits, access to the space, etc.

It was discussed that we should have a get together on September 1st to take in the first months dues from the membership, have them sign any agreement we have, and have the Board vote them in as members.

Decisions

1. Be it resolved that the charter applicants shall begin paying regular dues as of September 1st, and that those who have paid their initial dues (\$100) plus their September membership fees (\$50+GST) will have the opportunity to be converted to full members and receive their keys.

Motion Moved by Eric Gerlach

Motion Seconded by Ben Brown

In Favour 4

Opposed 0

Abstained

6 Budget

Discussion

It was agreed that there should be no spending without approval. All those who wish to be reimbursed for their purchases must notify Ben before the purchase is made. Ben will keep track of all purchases, and will check the budget before approving expenses. Anyone who purchases without notifying Ben is not guaranteed to be reimbursed. It was also discussed that receipts must be itemized, and have GST and PST clearly noted on them.

Decisions

1. Be it resolved that the buildout budget be \$800. Be it further resolved that Eric, Gus, and Ben have the authority to spend/reimburse money up to that \$800 for the purposes of the buildout. Be it further resolved that Ben shall be the contact for all transactions, and must approve all spending before it is made. Be it further resolved that the Board be notified of all expenditures for the buildout.

Motion Moved by Robert Gissing

Motion Seconded by Darin White

In Favour 4

Opposed 0
Abstained

7 Adjournment

The meeting was adjourned by general consent.