

# Lansing Makers Network

Board of Directors

Regular Meeting Agenda

July 9, 2025, 6:00 pm at 2730 Alpha Access

## **Board Members:**

Charlie Finkel, Chair

Lex Savoyat

Carl Raymond

benny Vasquez

James Etherton

Lysne Tait

Jody Applegate

Kelsey Earle

## **Guests:**

Brian Adams, Maria Alcaraz, John Cardinal

**Meeting Secretary:** Lex Savoyat

**Meeting called to order:** 6:08pm

## **1. Housekeeping (Charles Finkel)**

- **Approving Agenda**
  - Unanimous approval
- **Declaration of newly relevant conflicts of interest for board members**
  - None known

## **2. Chairperson's Report**

- Acknowledgement of Joe Zimmerman's service
  - Jody suggested a plaque, and will create one along with a thank you card
- Met with Aaron Nowland of IBEW who would like to rent the back storage room for 4 months, they would like an invoice for their records. \$6000 total, \$1500/month. August-November
  - They also want someone to help with design and construction; Charlie will help them find the right people
- Lansing Compost would like us to make a trebuchet/ballista for a pumpkin chuckin' event for November. Charlie will be working with them.
- As a board we need to be really seriously thinking about LMN as a business that is making money.

## **3. President's Report**

None

#### **4. Treasurer's report**

- We are in a better position in June than we were in May, with a \$2000 deficit, up from a \$4000 deficit in May. We have ~\$10000 in the bank currently.
- We need to work on the gift cards that have been sold. The team will add an expiration date to gift cards going forwards.
- We are caught up on property taxes. We did not fill out the triple-net form in February this year, going forwards we should not need to pay this.

#### **5. Secretary's Report**

- Need to add a new member to the board search committee
  - James will join
- Event Updates
  - Already done in June
    - Tech group Picnic
      - Table w/tetris
    - Summer Circle Theatre
      - Make and takes
  - Still to come in July:
    - Comic Con
      - Fri/Sat/Sun
    - Scrapfest
      - Fri/Sat
      - We have a member submitting work.
      - There will be signage that tells folks the things have been made at the space
  - Lex is stepping down as Event Coordinator effective July 12, 2025

#### **6. Continued Business**

- New board member applicant- Kelsey Earle
  - Brian question: What skills do you think you would bring to the board?
    - Primarily communication
    - General understanding of the struggles of nonprofits and how to solve those problems
  - Motion for Kelsey Earle to join the LMN board: Lysne
    - Second: Carl
    - Vote: Unanimous
- 501(c)(3) status - Update from President, Carl, Lysne
  - Everything has been submitted
  - Now we are waiting on the determination letter from the IRS
  - We can act as a 501(c)(3) until we get the determination letter
- Policy review and approval

Assigned		Status
<a href="#">Whistleblower</a>	benny	Returned for rework
<a href="#">Cash Management</a>	Lysne	In Progress
<a href="#">Gift-Acceptance</a>	Lysne	Complete
<a href="#">Donation Requests</a>	James	In Progress
<a href="#">Expense Reimbursement</a>	Lysne	In Progress
<a href="#">Member Handbook</a>	Brian	In Progress
<a href="#">Policy Review</a>	Lex	Complete
<a href="#">Conflict of Interest</a>	benny	Not yet started
<a href="#">Anti-Discrimination</a>	Carl	Ready for review
<a href="#">Anti-Harassment</a>	Carl	Ready for review
<a href="#">Privacy Policy</a>	Carl	Ready for review

- Motion to Approve [Anti-Discrimination](#), [Anti-Harassment](#), [Privacy Policy](#): benny. Second: Jody. Vote: Unanimous
- Updated policy regarding tool or material donations or “loans”
  - Moved to next meeting
- Board member pledges/donations agreement
  - benny-written resolution
  - No update

## **7. Committee Updates**

### **Volunteer Management**

- James Etherton
  - The Volunteer meeting this month was cancelled. James was added to Discord.
  - Couple missed shifts this month, but is being worked on

### **Budget**

- Brian Adams, Lysne Tait, Charlie Finkel
  - Still a work in progress, no new news this month

### **Enhanced membership definitions and agreements**

- Carl Raymond, Lex Savoyat
  - Talked to the landlord, and is fine with the plan and does not consider this subleasing
  - Few remaining steps
  - They will get it reviewed by a lawyer and should be ready for vote next month

### **Strategic Planning**

- Lysne
  - Lex sent out a survey to mailing list, socials, and talksite.
    - What do you like about the makerspace and what is your vision for the space?

### **Hours of Operation**

- benny, James member survey
  - James and benny didn't get to meet
  - Will work with Brian to get information from the membership portal.

## **8. New Business**

- Signing Authority for Maner for Lysne Tait
  - [https://www.lansingmakersnetwork.org/wp-content/uploads/2024/12/LMN-Revise-d-Bylaws-10\\_2018.pdf](https://www.lansingmakersnetwork.org/wp-content/uploads/2024/12/LMN-Revise-d-Bylaws-10_2018.pdf)
  - Proposal to authorize the Treasurer to sign 990s. Will need to investigate if we need to update the ByLaws for this change.
  - Lysne will investigate and bring a proposed update to the bylaws.
- James: Proposing updating technology to allow members with Open-Hours access to open the side door with their badge during open hours.
  - Brian says that it is not an easy change. James drops the proposal with protest.
  - Instead we need to make sure that volunteers are available when scheduled.
  - Discussion about adding a phone number on the door so there is at least a contact person.
- James:
  - We should consider a one-month complimentary membership for classes over a specific dollar amount
    - For registered students or any class, we will include a 50% coupon for 1 month of new membership (expires in 3 months). We will try this for 3 months, and revisit to see how successful it was.
    - Motion: Lex Second: Lysne Vote: Charlie abstains. Vote passes.

## **9. Public comments**

None

### **Schedule next board meeting**

**Next Board meeting:** 6pm Tuesday, August 21, 2025

**Board Work Session:** 6pm Wednesday, July 30th.

### **Action items for next meeting**

- Brian - updated policy on tool loans
- Policy reviews (everyone)
- New board member agreement (benny)
- Potential open hour expansion survey (James and benny)
- Potential bylaws update (Lysne)
- Discounted membership coupon for classes (Brian)
- Onboarding Kelsey Earle (Lex)
- Updated checkout process (Brian)

## **9. Executive Session**

An Executive Session was held.

**Motion to Adjourn**

Motion: Lex

Second: Charlie

Motion Upheld