

# Lansing Makers Network

Board of Directors

Regular Meeting Minutes

April 2, 2025, 7:00 pm at 2730 Alpha Access

## **Board Members:**

Charlie Finkel, Chair

Jody Applegate

Lex Savoyat

Carl Raymond

Joe Zimmerman - sends regrets

benny Vasquez

James Etherton

Lysne Tait

**Guests:** Ashley Crosser

**Meeting Secretary:** Lex Savoyat

**Meeting called to order: 7:07**

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

- **Approving Agenda**
  - Motion:benny Second: Jody
- **Declaration of newly relevant conflicts of interest for board members**
  - None

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

- Proposal
  - Based on last months' discussion around the guest discourse portion of the meeting, I would like to propose we make the following changes:
    - 1) change the section to "Member Comments"
    - 2) Limit each comment to 2 minutes plus up to 5 minutes to discuss and determine next steps, if any.
  - Seconded by Lysne
  - Comments:
    - James: The name change could limit the input from people that we want to be invited.
    - Brian: Perhaps we just drop the name change portion?
    - Lysne: Suggest changing the name from discourse to comment.
    - Brian: as we're announcing this, we should make sure that it remains clear that this is not the only way for your voice to be heard

- All: Agree to Public Comments. Add time limit rule to agenda going forward.
- Vote: Unanimous approval

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

- There is a lot of good activity and events happening. New member signups are up. The social media messaging seems to be working.
- Astronomy on Tap was a great success.
- There is an open question about our mission. It doesn't feel like there is a clear goal, or a clear measure of success. Conversations are needed to determine what success looks like and how to make that sustainable. The board meeting isn't the right place to have these conversations.
  - We know our mission but how do we achieve it?
  - Being able to answer the question from volunteers and new members: How do I help?
- ED hours will be moved to Thursdays.

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

February:

[https://drive.google.com/file/d/1NcwmqW13j\\_up0FI9nFuK3VXVAYZ0uQIz/view?usp=sharing](https://drive.google.com/file/d/1NcwmqW13j_up0FI9nFuK3VXVAYZ0uQIz/view?usp=sharing)

- Double Rent Payment shows
- Insurance for the year was paid

March :

[https://drive.google.com/file/d/1RAjVTvET4cVj\\_DYTpYM8M4EjtgTnEYTx/view](https://drive.google.com/file/d/1RAjVTvET4cVj_DYTpYM8M4EjtgTnEYTx/view)

- BWL is high this month
- Astronomy on Tap brought in \$780.17
- Classes are down from last month, that should be resolved in April with one of the large classes having just come through.
  - Classes have been generally full, outside of the adirondack class.
  - Big thank you to Maria R. for all of the classes that she's been running.
- Memberships are higher this month because several members renewed their yearly memberships.
- Ending the month positive
- Lysne has volunteered to take over as treasurer

Lex makes a motion that Lysne take over for Jody as the new treasurer.

- James seconds the motion with unanimous approval
- Jody and Lysne will work together for the transition
- Lex mentioned that she would like to make sure that Maria A. is included in those conversations.

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

- Annual Review of Policies: Gift Acceptance Policy: [W Gift Acceptance.docx](#)

- We're going to move the donation list to the website
  - Area managers will be asked to send an updated wish list
- Lysne makes a motion to accept the updated Gift Acceptance Policy as submitted.
  - James seconds. Unanimous approval
- Lex will be sending out the next policy on the list (the Conflict of Interest Policy) for review by the board, with an intention of it being voted on at the next event.
- Submitted two Lansing Neighborhood Grants with Evelyn Down. One to fund an open house with Allen Neighborhood Center, to pay for safety equipment and create a stained glass area. The other to fund a bike rack and bike repair area outside.
- Outcomes of Astronomy on Tap
  - We saw evidence of the impact of this event specifically illustrated at the Maple Syrup festival - we had folks come up to our table there recognizing us and talking about how they'd been at AoT.
- Hosting outside classes
  - In order for us to keep the doors open for outside classes, it costs us \$22/hr, or \$32/hr with volunteers
  - Before we write up a big proposal, Lex wants to know if this is something we even really want to continue to discuss
    - Charlie said he thinks this falls under Brian's purview, but asked about pricing at other events to compare with what we might charge.
    - Brian suggested that we should put this on the list of our first paid employee
    - Lysne pointed out that this gets more people in the door (which ultimately feeds our new member pipeline)

## **6. Continued Business**

- 501(c)(3) status - Update from President, Carl
  - Week before last Charlie heard from our CPA - we're waiting on the process to get things submitted.
- Insurance status - Update from Brian, Jody
  - Complete and active

## **7. Committee Updates**

### **Volunteer Management**

- Report by James
  - Met near the end of February
    - They talked about volunteer documentation, with a log book and another public space (beyond the talk site and discord) for questions that are aimed at the volunteer coordinator
    - They need to start scheduling an ongoing, regular volunteer meeting
    - Developing an on-call procedure
- Lex

- Had a volunteer meeting (Nicole and 3 volunteers)
- Addressed interviewing and onboarding volunteers
- Lex has
  - reached out to all of the past volunteer submissions
  - Onboarded 2 new volunteers
  - Drafted onboarding documentation

### **Budget**

- Report by Charlie, Jody
  - Did not meet this month, needs feedback from the board on how this should be created.
  - Brian will be creating a draft budget to keep the lights on, will send it out by 4/9/25. From there we need to decide how much money we need and how we can build that.
  - Lysne is joining the Budget Committee
  - Next month we will discuss a Give, Get, or Volunteer policy for the board.

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

- Report by Lex, Carl
  - Would we need to deal with evictions, or handle this like storage units do?
  - Lex and Carl will go back to the lawyer to ask about eviction stuff, and will also potentially reach out to

### **Developing President Evaluation**

- Report by Charlie, benny
  - The evaluation process has been defined and is in process.
    - The form was created
    - The list of people to be asked for feedback was gathered
    - The request was sent out
    - The feedback has been gathered, and distilled for the board to review
  - Once the report is reviewed, the member version will be compiled and reviewed for approval, and then sent out.
  - benny needs to write an update for members who were anticipating having the report already

### **8. New Business**

- Charlie mentioned that there's no good policy about materials that are brought in for donation or general use, and that we should work on that.
  - Brian will write that up as a firm policy to be used

### **9. Public comments**

- None

### **Schedule next board meeting**

- April 23rd, 2025 7pm

### **9. Executive Session**

Board to review President's evaluation, form conclusions, and determine next steps

**Motion to Adjourn:** benny motion, Lysne seconds, unanimous approval.

Meeting adjourned at 9:32