

State of the Org Update

This report format is designed for the officers to report to the board and the general membership. **This report closes on October 10th.**

Please [see instructions](#) at the end of this document before filling it out.

Date: October 10, 2020

Reporting period: September 2020

Report prepared by:

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Steven Sheffield
Treasurer

Matt Cridland
Vice President

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Be intentionally inclusive

AMT strives to be a place for the growth of all kinds of people. We, as the organization, want to be engaged in a continual process of understanding how we can make people feel welcome and safe.

Deliver on our BLM Promises

Support calls for the demilitarization of police and a racially-equitable justice system.

- Promoted [Abolitionist Toolkit of Everyday Resources](#) on social media

Donate sani-stations to businesses in Oakland that are rebuilding

- No movement

Continue to provide PPE to marginalized communities

- See Oakland Community PPE program report

Add anti-racist courses to our education programs

- Developed 4 workshops
- Scheduled 4 workshops for October
- New facilitator found for partnership

Representation - Status: yellow

Action: Create media and advertising that shows a diverse range of people and projects

Owner:

Activity:

- Rachel gave up ownership of this task as re-opening is dominating her time

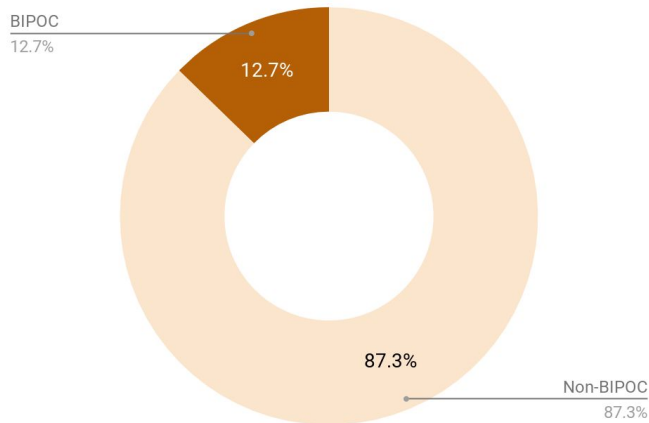
General

Membership Reporting

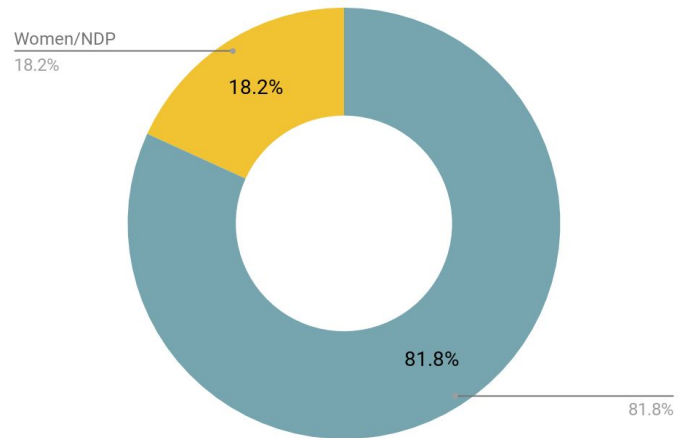
Please note this area was not updated this month. We need a more automated way of reporting.

- Soft demographics reporting (based on the member directory, as of **10-1-20**)

Soft Demographics: Race



Soft Demographics: Gender Identity



Member engagement

Internal Member Engagement

Numbers unavailable due to lack of resources to track it.

Social Media

- Analysis of our social media reach to improve reach to more diverse people. Below are our baseline social media numbers as of [10-1-20] - rs
 - Google Business
 - Facebook: 2,226 followers
 - Twitter: 2 followers (new twitter account)
 - Instagram: 104 Followers / 3

Support Sustainability

We want AMT to be around for the long haul as a positive force in people's lives. This means both running the org in a way that is sustainable financially and operationally, but also creating a culture in which it is easy to get and stay involved with helping run the space.

Reduced single-person dependencies- Status: Yellow

Action: Reduce critical single-person dependencies (critical tasks only one person knows how to do).

Owner: Crafty

Activity:

- Gave one public facing lecture detail the recent software development process at ACE - rs
- Posted two Wiki how-to articles on operational processes - rs

General updates

Operational/Program Related

- Added Masks to the Honor Store

Board Updates

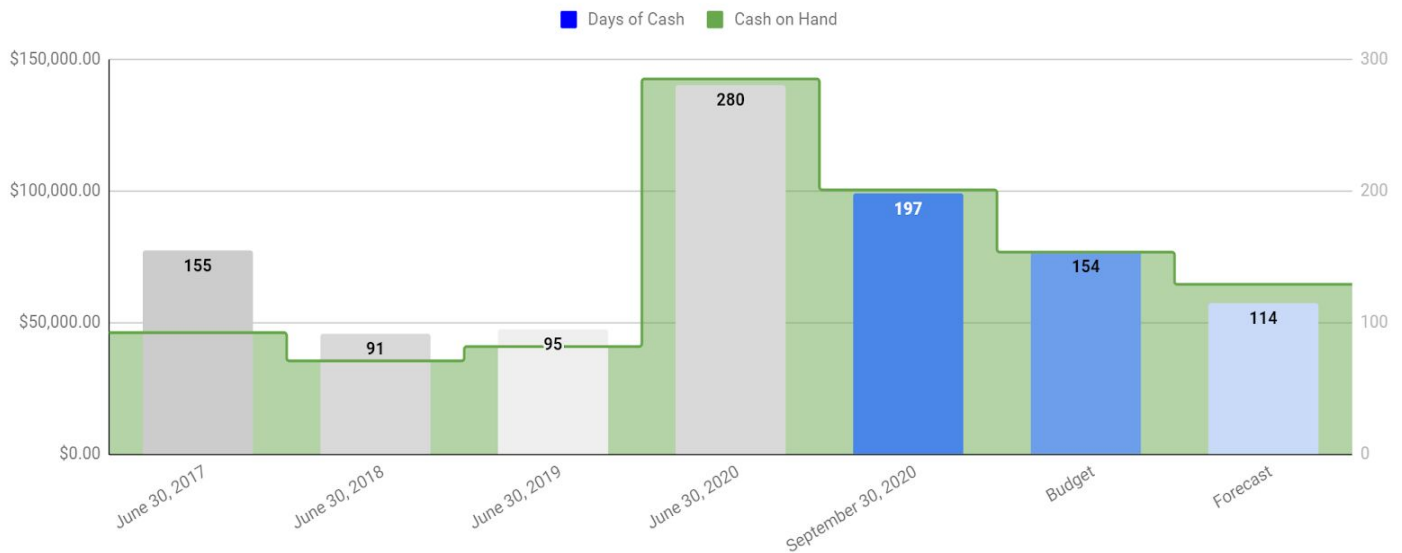
While the board had several good discussions this month around board operations and business models, there is no measurable activity to report on for recruiting or fundraising.

State of the Money (as of September 30, 2020)

Detailed financials and the annual budget are on the [Wiki](#).

Cash on Hand

Days of Cash and Cash on Hand



- Current cash balance: 197 days
- Year end liquidity (as budgeted): 154 days
- Year end liquidity (forecast): 114 days
- *daily expense: \$508*

Cash and Cash Equivalents

Cash Ledger	Last Year	Current	Change
	6/30/2020	09/30/20	
Checking (Spark)	\$0.00	\$0.00	0.00
Checking (BoA)	\$12,079.35	\$29,015.35	16,936.00

Paypal	-\$936.02	\$3,978.77	4,914.79
Petty Cash	\$189.00	\$189.00	0.00
Savings (Spark)	-\$0.01	-\$0.01	0.00
Savings (BoA)	\$125,002.42	\$85,004.85	(39,997.57)
	\$136,334.74	\$118,187.96	(18,146.78)
Restricted Cash	\$16,606.57	\$17,913.92	1,307.35
Unrestricted Cash	\$119,728.17	\$100,274.04	(19,454.13)

*\$17,913.92 is restricted (as of June 30) for COVID-19 Relief Fund because the money was donated for that purpose.

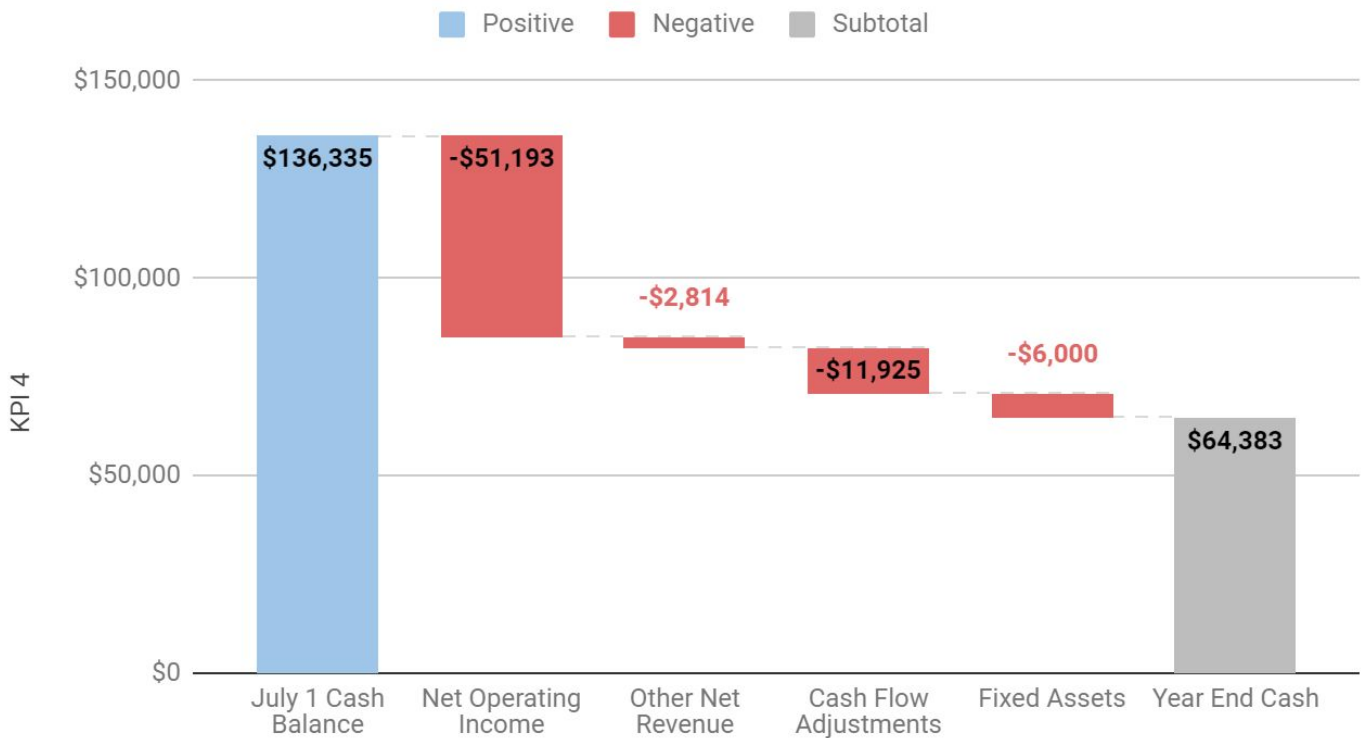
Programs

Funds available by Program

Steward reports available as a standalone [wiki](#) page.

Year End Forecast

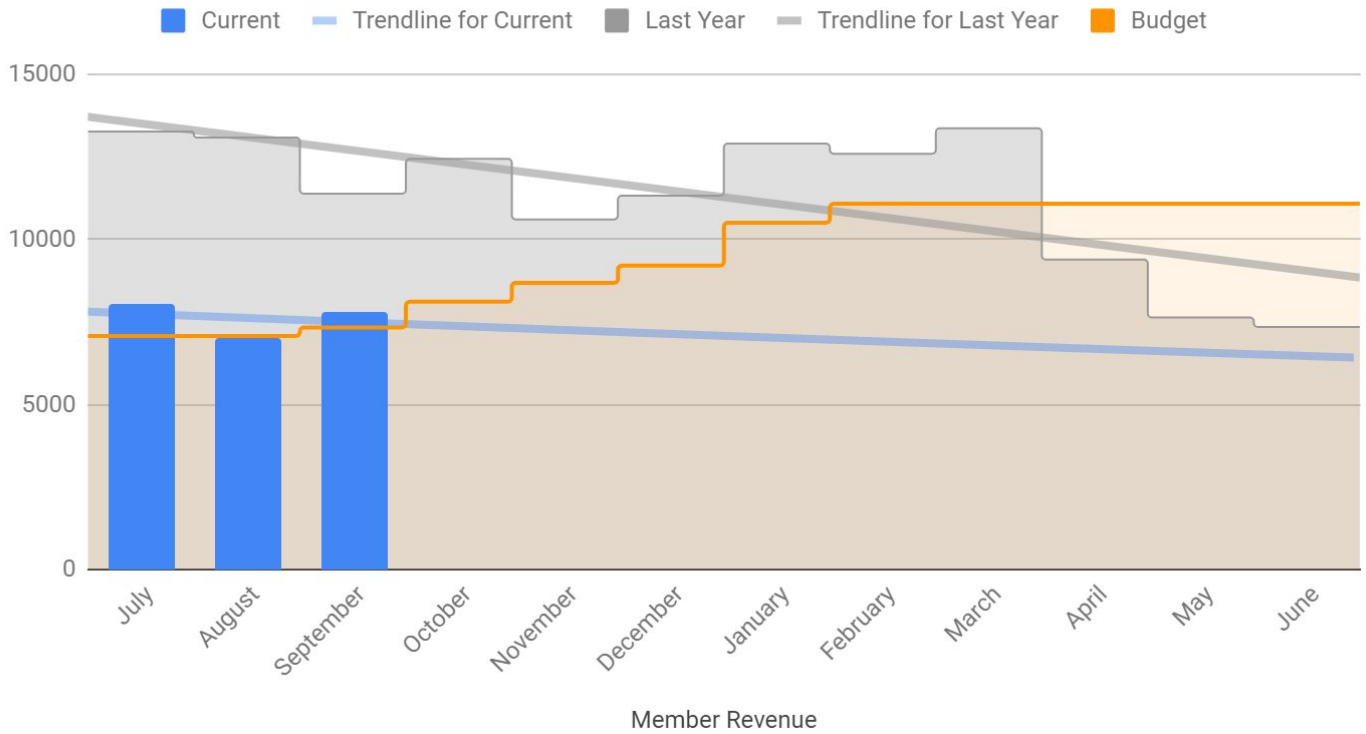
Forecast cash flow for FY21



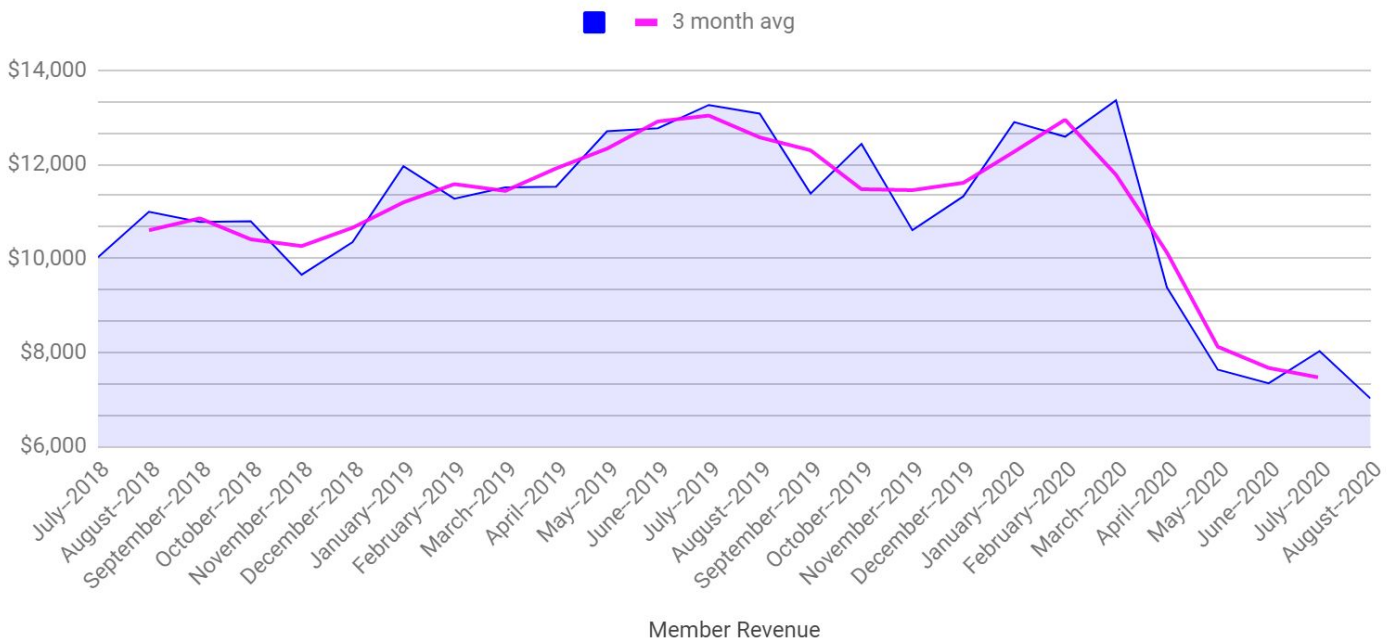
Ace is forecast to lose about \$72K this year, ending with \$64K cash on hand.

Membership Revenue

Member Revenue (Current vs. Last Year)



Membership revenue since July '18



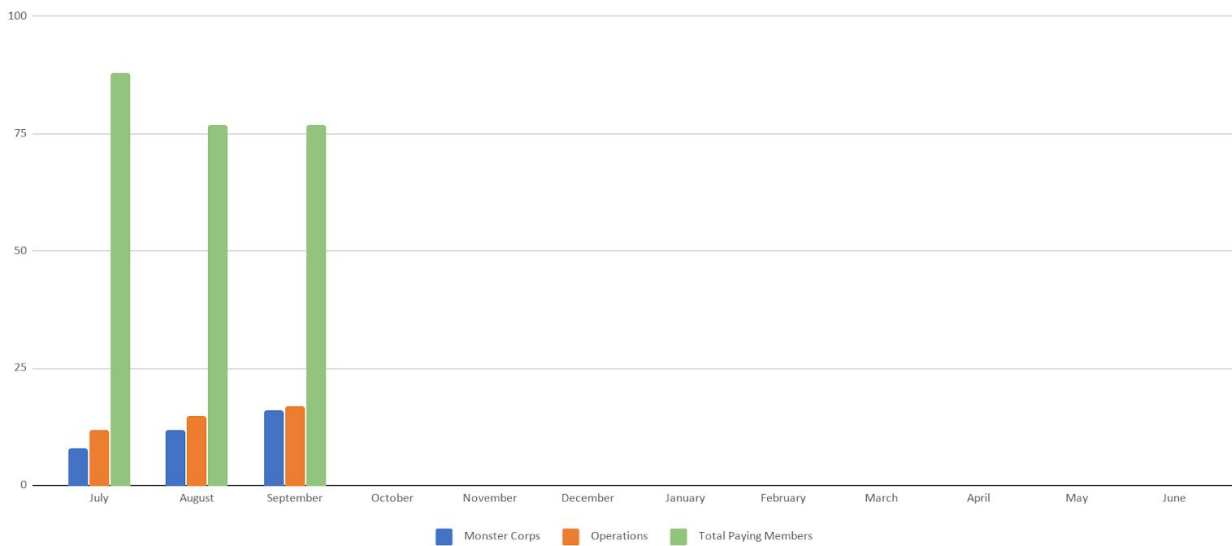
Membership Numbers

Membership

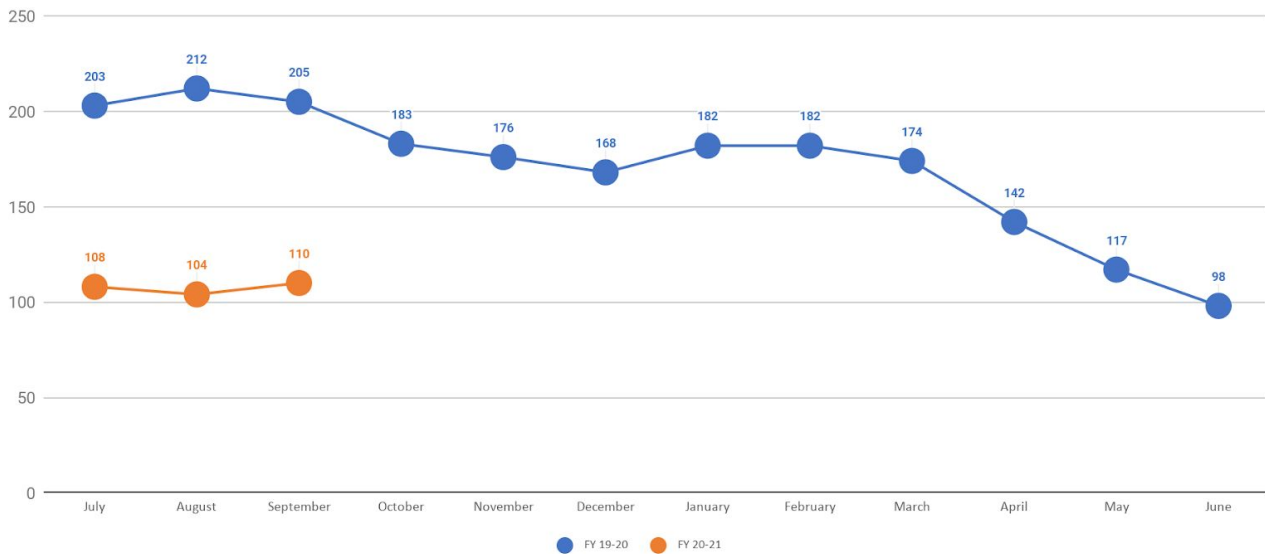
- Member Billing: 5 Outstanding overdue bills
- Data from Wordpress (*as of October 1, 2020*)

	Scholarship	Starving	Standard	Premium	Monster Corps	Operations	Total Paying Members	Total Members
July	6	16	59	7	8	12	88	108
August	4	15	52	6	12	15	77	104
September	4	12	54	7	16	17	77	110

Paid vs Monster Corps / Ops Memberships
2020-21 FY



Membership Year-Over-Year



Strengthen our community

AMT is a space that fosters collaboration and support between members, as well as shared knowledge and responsibility for the space. "Community" is so much of what is amazing about AMT, and is also what keeps it sustainable. We want AMT to be a good member of the maker community and East Bay community.

General

Program development

This reporting has been divided into 3 sessions related to reopening and C19 related restructuring. Some analysis should be done about what meaningful reporting might be for program development

Program and initiatives being restructured

- Restructured educational offerings for laser and woodworking - rs, shaun, and Colm
- Prgmr.com servers retired
- Began Digital Ocean sunset

New program and initiatives being developed

- New camera system installed - 90% done
- New network infrastructure - 90% done
- New Occupancy Tracking System - v1.23 released, v2 development launched
- New Laser UI concept sent out for feedback
- Grand Central documentation to date completed

Complaints and incidents reports

- No official complaints

Instructions

Please be mindful of these definitions when adding information to this report:

Action: Actions are directly copied from the goals

Owner: This is a person or group of people if owned by multiple groups and people be specific about what each owns

Status: This can be DONE, Deferred, Cancelled, Modified, OR colors to reflect how well it is going

Activity: This is only a list of any actions or accomplishments during the reporting period. It is **not** noted about what needs to be done or plan. Any action should only be listed one time in this report. So if you did XYZ choose what goal to tie it to. Please, initial entries.