

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 August 10th.**

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

Date: August, 2020

Reporting period: July 2020

Report prepared by:

Rachel Sadd
Executive Director

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.

- Shared 2 post from Anti Police-Terror Project

Donate sani-stations to businesses in Oakland that are rebuilding

Continue to provide PPE to marginalized communities

- 140 masks, 50 faceshields - East Oakland Collective

Add anti-racist courses to our education programs

- Watch Party 7/23: [After Dark Online: Racial Injustice and Public Health](#)
- Pitched one provider for a 4 workshop series, (CC,A,SSA,Com), if the deal is a good would roll out in September

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

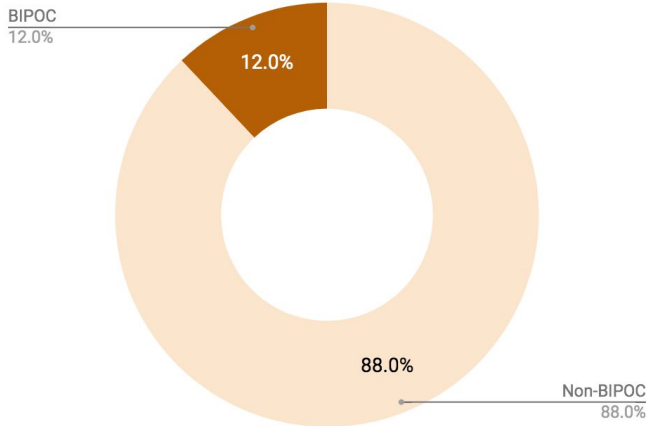
General

Membership Reporting

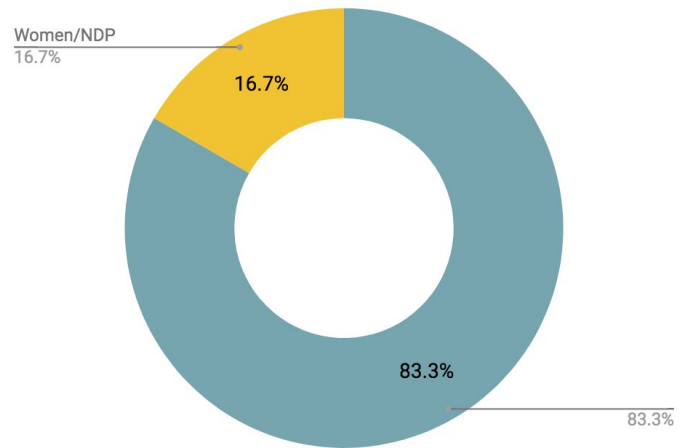
Please note this area was not updated this month. We need a more automated way of reporting.

- Soft demographics reporting (based on the member directory, as of **8-2-20**)

Soft Demographics: Race



Soft Demographics: Gender Identity



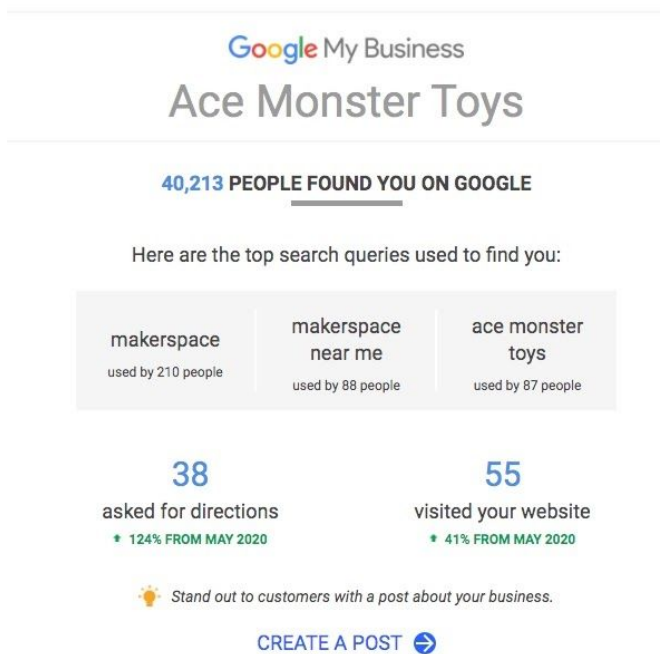
Member engagement

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 **[8-2-20]** - rs
 - Google Business



- MeetUp.com: is being retired and this no longer reported. We are moving to a more integrated solution with Eventbrite

- Facebook: 2315 followers
- Twitter: 25 followers
- Instagram: 272 Followers

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:

- See Covid Emergency

General updates

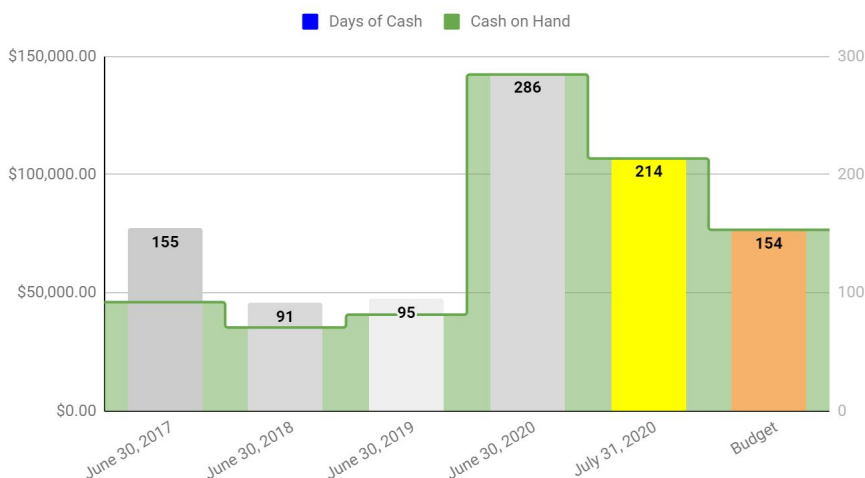
Operational/Program Related

- Electrical Work including remediation and emergency lighting completed
- Janitorial program progress - new bookings settled.

State of the Money (as of July 31, 2020)

Cash on Hand

Days of Cash and Cash on Hand



- Current cash balance: 214 days
- Year end liquidity (as budgeted): 154 days
- *daily expense: \$499*

Cash and Cash Equivalents

Cash Ledger	Last Year	Current	Change
	6/30/2020	07/31/20	
Checking (Spark)	\$0.00	\$0.00	0.00
Checking (BoA)	\$11,833.15	\$29,771.94	17,938.79
Paypal	-\$1,629.96	\$5,210.04	6,840.00
Petty Cash	\$386.34	\$386.34	0.00
Savings (Spark)	-\$0.01	-\$0.01	0.00
Savings (BoA)	\$125,002.42	\$95,003.32	(29,999.10)
	\$135,591.94	\$130,371.63	(5,220.31)
Restricted Cash	\$18,539.16	\$23,539.16	5,000.00
Unrestricted Cash	\$117,052.78	\$106,832.47	(10,220.31)

*\$23,539.16 is restricted (as of June 30) for COVID-19 Relief Fund because the money was donated for that purpose.

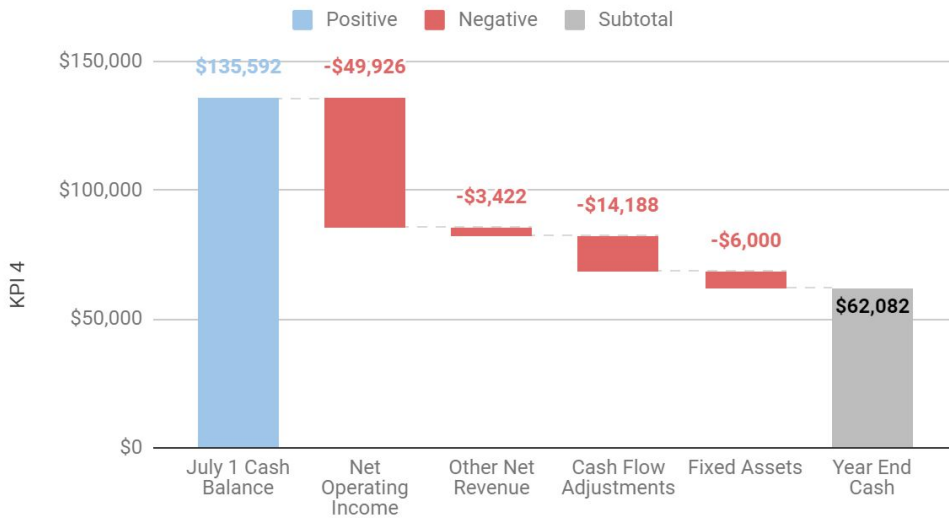
Programs

Funds available by Program

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

Year End Forecast

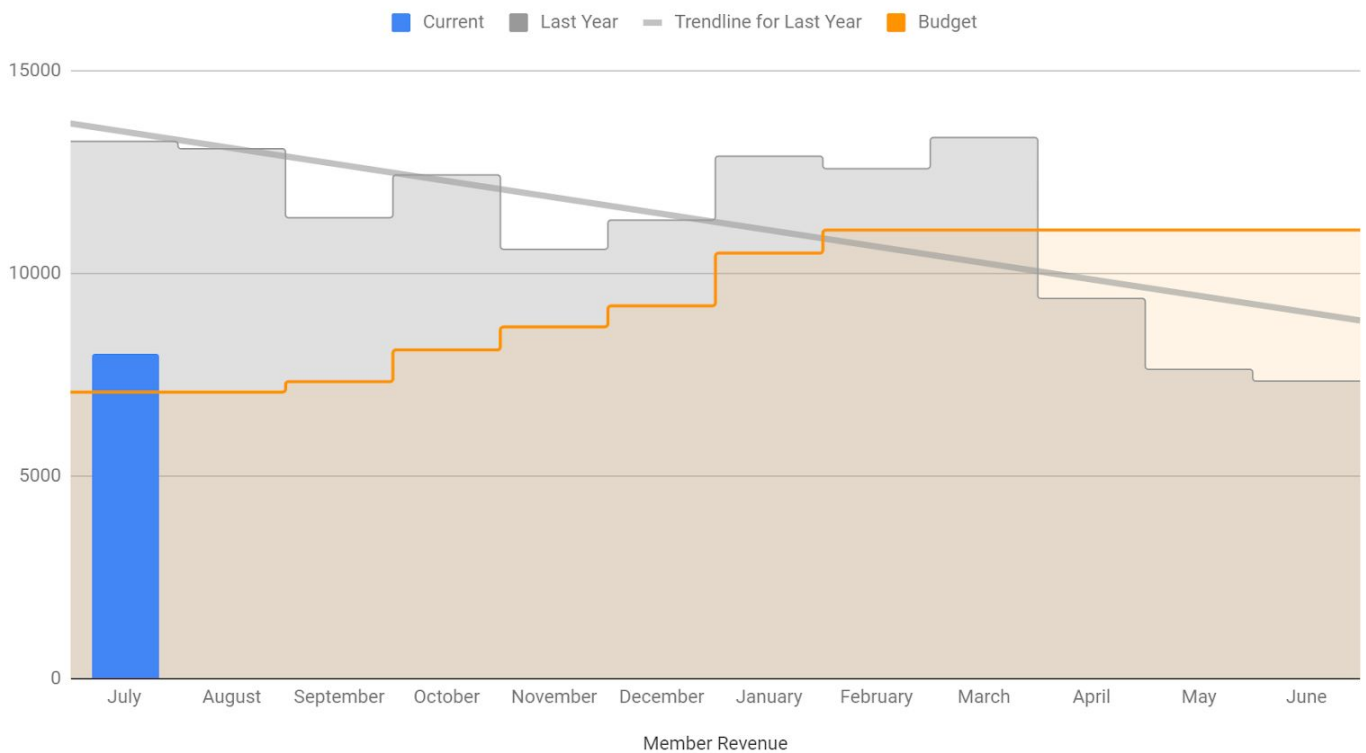
Forecast cash flow for FY21



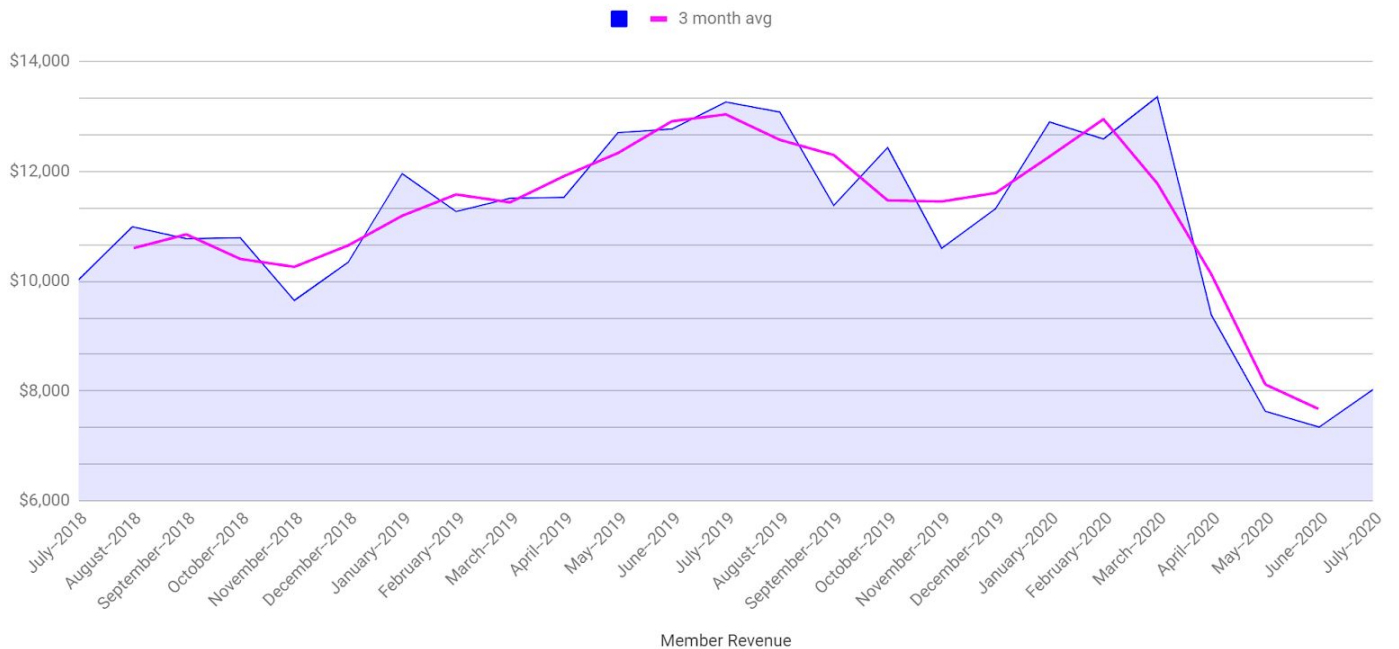
Ace is forecast to lose about \$73K this year, ending with \$62K cash on hand.

Membership Revenue

Member Revenue (Current vs. Last Year)



Membership revenue since July '18



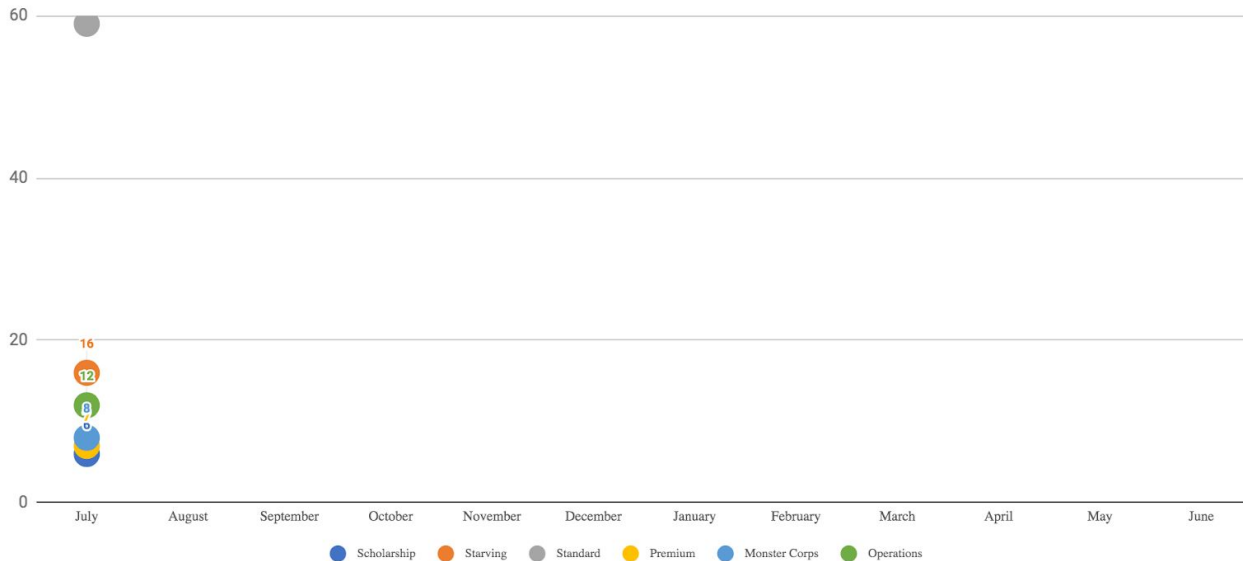
Membership Numbers

Membership

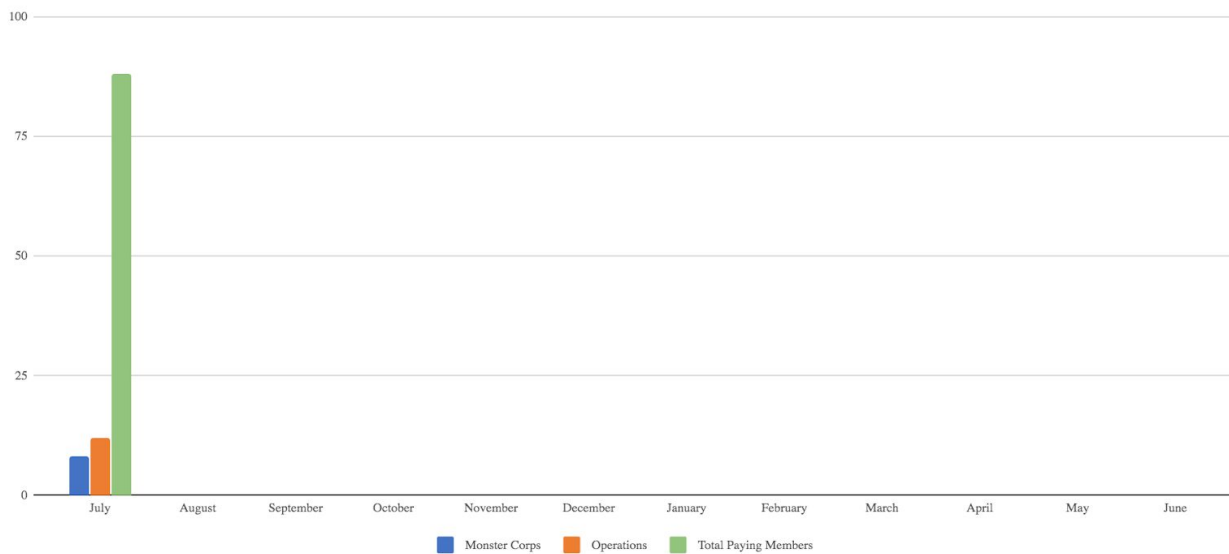
- Member Billing: 9 Outstanding overdue bills
- Data from Wordpress (as of April 11, 2020)

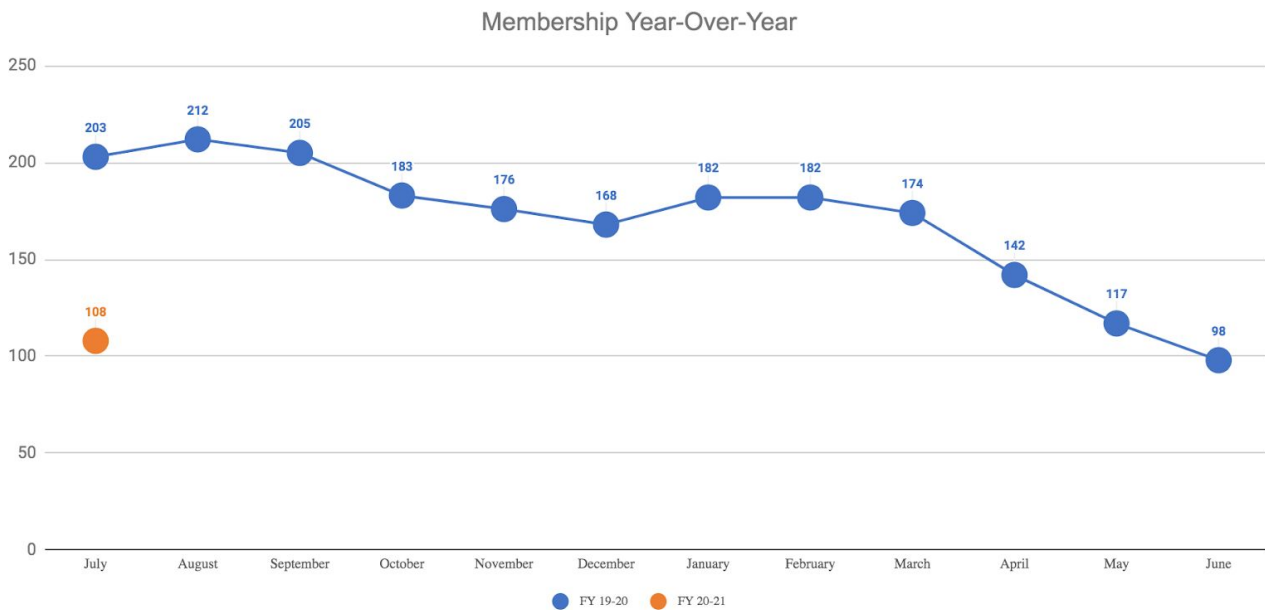
	Scholarship	Starving	Standard	Premium	Monster Corps	Operations	Total Paying Members	Total Members
July	6	16	59	7	8	12	88	108

2020-21 Fiscal Year membership trends



Paid vs Monster Corps / Ops Memberships
2020-21 FY





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

- Opening Updates by Area
 - Clean Fab, Coworking, Metal, Storage, Workshops - all super close. Pending some equipment... RFID readers we lost in the move.
 - Laser - cleaned, poorly organized, open
- Stewardship program updated: <https://acemakerspace.slack.com/files/T0KRG4SMQ/F016W3ZTCTE>
- All cert programs need revision
- Migrating to Eventbrite for event and class management

New program and initiatives being developed

- Covid-19 Safety Certification Rolled out in the live version - rs, sara b.
- New camera system installed - 90% done
- New network infrastructure - 50% done
- New Occupancy Tracking System - v1.1 released, next versions under development

- Oakland Community PPE (new program) - Set up in progress.

Complaints and incidents reports

- None. We have been closed since mid-March

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.