

Ace Monster Toys (dba Ace Makerspace) Board Meeting

Date: Thursday, December 19, 2024

Time: 8pm

Location: Remote (on Zoom)

Board of Directors Present:

David R. Perry (he/him), aka drp

Sylvia Gonzalez (she/her)

Steven Sheffield (he/him)

Katie Harrell (she/her)

Board of Directors Absent:

Matti Cridland (they/them), Chair of the Board

Officers Present:

Katie Harrell (she/her), Secretary

Steven Sheffield (he/him), Treasurer

(President role is vacant)

Guests Auditing:

Tina Renschen (she/her), Ops Co-Lead

Miriam Levenson (they/them), Instructor

Topics:

- Meeting called to order at 8:06pm
- The Board confirms attendance quorum with 4 directors present for the meeting.
- Agenda for official board meeting 12/19
 - Katie to welcome auditors and go over norms for the meeting
 - Our official meetings occur on the 3rd Thursday of the month per our bylaws
 - All are welcome to audit
 - These are decision-making meetings. Board collaboration meetings occur outside of these meetings.
 - Updates from the Board
 - Review 2025 Strategic Goals & approve 2025 Ace Strategic Goals
 - The Board reviews and updates the 2025 Ace Strategic Goals
 - Katie moves to approve the 2025 Ace Strategic Goals
 - drp 2nds
 - All in favor
 - Motion passes
 - Katie clarifies that the Board will communicate the approved 2025 Ace Strategic Goals in the January 2025 newsletter sent out via

email, Slack, and also at the All members meeting on February 1, 2025.

- Open Secretary Role
 - The Board has effectively asked Katie to continue on an interim basis until Ace recruits a new secretary.
 - The secretary role is open to having another person step in and relieve Katie of the officer position of secretary.
 - communicated to the full members at their quarterly meeting held on 12/5.
 - reflected in the Ace organizational chart posted on the Ace Wiki.
 - The roles and responsibilities of the secretary should be narrowly redefined to reduce its scope to just what the bylaws require, which may make the recruitment process easier.
 - Katie moves to table further discussion regarding the search process for the secretary position until January 2025 board meeting. Board agrees and motion passes.
- Open President Role
 - The Board agrees to revisit the bylaws in regards to the vacant president role.
 - The Board discusses the need to redefine President responsibilities to clarify that it is a volunteer role that is separate from the former paid role of executive director.
 - Action: The Board will call collaboration meetings sometime before the end of the year to do the following:
 - 1st meeting: financial and strategic planning (priority)
 - 2nd meeting: bylaws revisions
- Finance Advisory Committee (FAC) Update
 - The FAC submitted their December report via email in lieu of attendance at this board meeting.
 - The Board discussed the 5 points in the FAC December report.
 - Action: The Board will send a reply to FAC by the end of month.
- Scholarship Review
 - No additional scholarship requests since the last board meeting.
 - Action: The Board will review the updated scholarship form when updates are ready.
- Update from Ace volunteer leads
 - Tina updated the Board on the volunteer efforts related to operations
 - Tina and Jenny are on-boarding on the ops side, such as purchasing. Jamie has also been on-boarding with respect to outreach and volunteer coordination
 - The Board and Tina discussed the processes for operations, volunteer coordination, outreach, and scheduling.
- Katie announced an invitation to come to the party for Liz! December 26 at 3pm
- Steven left the meeting at 9:15pm.
- The Board thanked the guests who were auditing.
- The Board entered into executive session with a quorum of 3 directors present.
- Meeting adjourned at 9:55pm