



## Ace Monster Toys (dba Ace Makerspace) Board Meeting

**Date:** Thursday, July 17, 2025

**Time:** 6pm

**Location:** Remote (on Zoom)

**Type of Meeting:** Regular

### **Board of Directors Present:**

Sylvia Gonzalez (she/her), Chair of the Board acting as CEO

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

Samantha "Pixie" Piskiewicz (she/her)

### **Board of Directors Absent:**

Katie Harrell (she/her)

### **Vacant Board Seat:**

One (1) Vacant Director Seat: Previously held by Steven Sheffield (he/him), who served on the 2024–2025 Board and did not seek re-election. His term concluded on July 16, 2025.

### **Officers Absent:**

Katie Harrell (she/her), Secretary

Steven Sheffield (he/him), Treasurer

*(President role is vacant)*

### **Agenda:**

- Instructor Availability
- Operations Overview
- Filings Update
- Organizational Pipeline
- Maintenance
- Executive Session

### **Minutes:**

- The meeting was called to order by Sylvia at 6:03pm.
- Quorum was confirmed with 3 directors present for the meeting: Pixie, drp, and Sylvia

### **Previous Meeting Minutes Approval**

- The Board approved the June 20, 2025 meeting minutes by electronic vote via Slack on June 22, 2025, with 2 of 3 quorum-present directors voting to approve.



### **Officer Updates**

- The Board met in executive session during the special meeting on July 14, 2025 at 6pm to discuss officer recruitment. The Board took action to make a conditional offer to Jun Zou as assistant treasurer.
- Steven concluded his term as director on July 16, 2025, having served beyond his elected 2024-2025 term to support the Board during a period of need. He has served as Treasurer since 2018 and will continue in that role until September 30, 2025. The Board expresses its sincere gratitude for Steven's many years of dedicated service and leadership, and appreciates his continued commitment in supporting a smooth transition over the coming months.

### **Programs and Education Updates:**

- Feedback received from 2 students of CNC class held on 7/12 specific to CAM section of curriculum and test. Follow-up on next steps discussed.
- Metal Instructor Volunteer has stepped back due to other commitments.
- The board discussed recent tours and recent fob activations for new members.
- The Board noted that attendance at New Member Orientation has been uneven, including occasions when no attendees showed up, leaving volunteer hosts waiting.
  - The Board discussed exploring alternatives, such as video recording the orientation, to reduce reliance on in-person sessions and volunteer involvement.
- Sylvia discussed that the ticketing system for snacks during classes previously involved significant tracking overhead. The Board agreed to keep the system in place but to discontinue the tracking component to reduce administrative burden.
- The board discussed that the free disposal of the old Unisaw table from the workshop took place. The close out action is to ensure the asset is closed out in the asset database and on the accounting books.
- Workshop Basics
  - The Board refreshed their understanding of the purpose of the class:
    - Introduction to dust collection
    - Community guidelines overview
    - Recruitment for Potential Members interested in Workshop
  - A pilot video recording of the Workshop Basics class has been completed.
- Video Documentation of Woodworking Certification Classes
  - Sylvia shared a proposal to video record woodworking certification classes.
  - The Board discussed the proposal and expressed general support for moving forward with next steps.
  - The Board also inquired about the potential for video production related to AQM programming.



- No formal motion was made. Sylvia will continue exploring the opportunity and take appropriate next actions.

### **Reporting and Communication Updates**

- David updated the Board on the repeat mailing of the 990 form to the California DOJ.
- The 2023 Form 990 for the fiscal year ending June 30, 2024, has been posted to the Wiki for public access.
- The Board retains the action item from the previous meeting to post the Annual Report for the fiscal year ending June 30, 2024.
- The Board reviewed the draft communication and provided feedback. No formal action was taken. The Chair will proceed with sending the communication.

Ace Makerspace announces two significant transitions: Steven Sheffield, highly valued board member, is officially stepping down from the board having generously served beyond the end of his elected 2024-2025 board term.

The 2024-2025 board term was filled with many challenges. With Steven's direction, we concluded the elected 2024-2025 board term and corresponding fiscal year in a stronger financial position than at the start. This is a testament to Steven's commitment and generosity of spirit.

Additionally, Steven will be ending his position as Treasurer on September 30, 2025, a position he served since 2018. His steadfast dedication and commitment to Ace provided essential services that allowed Ace to function as a non-profit and maintain its fiscal viability. Prior to 2024-2025, Steven stepped into a directorship position as needed, as well as serving as treasurer. It is in large part because of his efforts during the pandemic that Ace Makerspace managed to remain standing!

### **Suite 206 Flooring (Textiles/Coworking)**

- An update was requested by Team Textiles regarding the exposed flooring in Suite 206.
  - Two additional members expressed concern about the flooring condition.
  - A member is currently exploring options and contacting a contractor.
- The Board suggested forming a small group of interested stakeholders to coordinate and make a recommendation regarding flooring improvements. The Chair agreed to proceed with asking a member to organize this stakeholder group.

### **Executive Session**

- The Board entered Executive Session at 7:16pm.
- The meeting was adjourned at 8:01pm.