

## Tech Valley Game Space Meeting Notes for 10/15/2017

The regular meeting of the Tech Valley Game Space Board of Directors was held at TVCOG on 10/15/2017 at 12:55pm.

The following members of the board were in attendance in-person or via Teleconference:

Taro Omiya (Executive Director)

Patrick Totaro (Treasurer)

Frederika Edgington-Giordano (Secretary)

Sarah Lauser (Chair)

Stephanie Jennings

Abigail Mathews

Jason Harlow

John Ceceri III

The following guests were present via teleconference: Jamey Stevenson

The notes from the last meeting from 8/20/2017 were reviewed by the members of the board and approved.

The first action item, the meeting between Patrick, Taro, Jamey, and Frederika regarding the issues surrounding the creation of the part-time positions was reported as completed by Patrick and Taro.

Abby shared the document she created for next action item, the membership tiers and related incentives. Suggested perks could be field trips, which may include transportation. Sarah cautioned that we would have insurance considerations with providing transportation. Other options were networking and similar events. Jason brought up the possibility of providing some of the Orbit group assets and materials as a perk of paid membership. Sarah suggested a la carte pricing for the Orbit assets. Sarah suggested adding a discussion of possible subscriptions as part of the agenda, if there is time.

Also discussed was the possibility of providing advertising and hosting members' Twitch channels. John brought up his idea for TVGS TV, which would allow members of the TVGS community to stream their own Twitch channels on the TVGS channel.

Abby brought up the possibility of an 'Organizational Tier', which would allow members of local organizations to join.

The next item discussed was the Safe Zone training. Jason wants to upload the materials onto the TVGS Google drive. This would be internal training using the materials provided by the organization and would not involve outside trainers coming in. Taro would like to have the trainings as soon as possible, and also going forward for future Coordinators as part of their orientation process. Sarah offered to pay for pizza and soda for the first meeting. Taro and Jason to review the materials and schedule the first training.

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The next action item was training presentation for the TVGS Code of conduct. That was put on the agenda for the next TVGS board meeting. Sarah has an action item to create a presentation on the code of conduct.

Taro reported on the Take a Stand training provided by St. Peter's Hospital, which Sarah suggested that it might be a separate issue and may need a separate discussion. This was put in the parking lot.

That was the end of action item discussion, the board moved on the rest of the agenda.

Sarah brought up the item regarding the election of Vice Chair. Jason was nominated for the Vice Chair position. The motion passed.

Sarah reviewed the current agenda items. Strategic priorities will be discussed at the next meeting. Insurance will be discussed. All members have an action item on reviewing the membership document. RPI funding to be discussed at a later meeting. Proposing New board members is also to be discussed at the next meeting. Taro has an action item to start a document for that process.

There were several updates from Patrick, so Sarah turned it over to Patrick.

Patrick discussed the progress with the Certificate of Incorporation update. The address is out of date, Patrick has filled out the form that is required to update the address. The motion to approve Patrick taking this action was proposed and passed.

Next the issue of the bylaws classifying the Coordinators as officers was discussed. Patrick indicated that it may offer more protection to the Coordinators if they are not classified as officers, for example, they would not be named personally in the event of a lawsuit. Patrick has action item to write up the necessary changes to bylaws.

The next item discussed was the TVGS tax exempt status and the progress towards that classification. Patrick discussed the potential issues with it. The application process will take 3-4 months, if there are any complications it will take longer. Patrick is to share a list of board members with their professions to be reviewed by the members. The money that TVGS is asking for will be a donation, but if there are any problems with the application, it may cause complications with tax filings for donors.

Patrick reported that TVGS is now classified as a charity and can solicit donations. There are no tax benefits for organizations to do this.

It was reported that TVGS now has an insurance quote from another broker. There is an issue with the quote, which will need to be corrected before we can accept it. Once the correction is made, TVGS can sign the document.

The next item discussed was the RPI grant. Ben Chang is working on getting the grant extended to 2018 and 2019.

Taro Omiya reported on Ben Chang's suggestion that TVGS change the liaison to RPI. It was decided that we would not switch to using TVCOG. Ben Chang has offered to be a liaison to RPI.

Taro has an action item to report the board's response to his suggestions to Ben Chang.

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Patrick is working on NY sales Tax paperwork.

Sarah suggested having a donor party and offered to throw the party.

Abby wanted to add an item to discuss what the money from the grant is going towards. Patrick clarified based on the RPI grant application.

The meeting was adjourned.

Parking Lot items

Look into moving to SEFCU instead of Key Bank.

Strategic priorities

- RPI money allocations
- Mission statement



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Frederika Edgington-Giordano

Secretary of the Board