

## Tech Valley Game Space Meeting Notes for 2/18/2018

The regular meeting of the Tech Valley Game Space Board of Directors was held on 2/18/2018 at 12:38pm.

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

Patrick Totaro (Treasurer)

Frederika Edgington-Giordano (Secretary)

Sarah Lauser (Chair)

Jason Harlow (Vice-Chair)

Elavarasi Dharmalingham

Abigail Mathews

Stephanie Jennings

The following guests were present via teleconference: Jamey Stevenson

Patrick will be leaving due to a conflict with his new job.

Sarah was nominated to the Treasurer position and was approved.

Jason was nominated to the Chair position and was approved.

Stephanie was nominated to the Vice Chair position and was approved.

It was decided that Sarah would act as Chair for the rest of meeting.

Having Abby fill the instructor position at the New Lebanon library was discussed by all members (without Abby) and approved. Formalizing the job posting process and documenting who was approached about the New Lebanon position was discussed. Frederika is to document the process.

The action items from the last regular meeting were reviewed.

The naming contest has not been completed.

Abby joined the meeting in person.

The next action item was the fees with TVCOG and getting the agreement in writing.

Abby has completed the write-up of the tiers and it has been shared with the Fundraising coordinator.

The action item for scheduling a board member Admin Jam was discussed and agreed to be depreciated.

The meeting notes for the regular meeting on 12/17/2017 were reviewed and approved.

The meeting notes for the emergency meeting on 1/21/2018 were reviewed and approved.

The Code of Conduct presentation has been completed.

Taro and Sarah have an action item to discuss presenter notes for Code of Conduct presentation.

Frederika has an action item to check the minutes to determine who will need to be replaced in April.

## Tech Valley Game Space Meeting Notes for 2/18/2018

It was decided that the position on the board that was vacated by Patrick will be left open until the start of next term.

The process for getting new board members will be an agenda item for the next meeting, Taro will need to be present.

The next meeting will be on 3/18/2018 at 1pm pending Taro's availability.

The next item was Jamey's document - <https://docs.google.com/document/d/1-TRErwfxA5i8NMt3YGT0Cjdze6alqMleLV-dZcLuWSQ/edit>

The RPI grant was discussed and it will be deferred until later.

Abby has an action item to discuss Membership tiers with Chris.

Improving communication between the board of directors and the volunteer coordinators was discussed. Abby suggested having a discussion with Taro about his role in soliciting feedback from the volunteer coordinators and communicating the decisions of the board to the volunteers.

Sarah suggested that the annual meeting could be used as a point of contact between the volunteers and the board.

Jason has an action item to hash out the liaison role between the board and coordinators with Taro.

Patrick reported on the 501 (c) 3 application, which has been sent out. TVGS is provisionally a 501 (c) 3 organization until further notice. There may be requests from the IRS for additional documents in the future.

Abby discussed marketing and formalizing the process for instructors. Action item for Frederika and Abby to discuss Education.

Stephanie announced that she will be moving out of the area and may need to leave the board depending on commitments and workload.

Frederika brought up the upcoming Black History Month Game Jam.

The meeting was adjourned.



---

Frederika Edgington-Giordano, Secretary of the Board