

Tech Valley Game Space Meeting Notes for 3/28/2020

The regular meeting of the Tech Valley Game Space Board of Directors was held on Saturday 3/28/2020 at 3:16 pm.

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

Taro Omiya

Frederika Edgington-Giordano (Secretary)

Jamey Stevenson (Interim Executive Director)

Dan Tanguay

Stacy McIllduff (via phone)

The meeting notes from the previous meeting were reviewed.

Stacy dropped off and rejoined the voice channel during the review.

Both of the minutes were approved.

The Treasurer's report was the next item. The money transactions data in the document presented was not necessarily completely accurate for 2019. The information was not well organized for that time.

Monthly breakdown for 2020 was more accurate. Reimbursements were made in February 2020.

There were some questions about the liability insurance and the frequency for billing.

Jamey dropped off due to audio issues and returned to the channel

The amount of money remaining in TVGS's bank account was discussed.

A graph of the money over time might be useful for future reports.

Another action item was discussed. Other KPI's should be identified for the Treasurer's report.

Frederika had trouble with audio and needed to drop off and get back on.

The board member candidates were discussed.

Mitchell Patterson's materials were discussed first. His letter of intent and LinkedIn was reviewed. He is known to Taro and Jamey.

Mitchell Patterson was approved as a board member pending approval from the TVGS members.

The next candidate reviewed was Neil Alers. His letter of intent and resume were reviewed and discussed.

Laquana joined the call.

Taro brought Laquana up to speed on the meeting to that point.

Taro stepped away and returned while review of Neil's materials continued.

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The discussion of Neil was put aside until the others were reviewed.

Anthony Rossi was discussed next. Stacy had to leave the meeting.

His letter of intent and resume were reviewed.

His appointment was not approved. Jamey will notify him.

Taro Omiya was reviewed next. He left the call. Laquana filled in as Chair.

His letter of intent was reviewed.

His re-appointment was passed.

The discussion of Neil was continued.

Neil's application was approved.

The next topic was the Center of Excellence grant budget, previously the Empire State Grant (RPI). A link to the document was pasted into the chat.

Stacy was pinged via Discord, but she did not respond.

There were some changes made to the Letter of Intent.

The loosened restrictions for matching funds was discussed. They can be in form of volunteer hours or cash match with no restrictions on the ratio.

Lower amounts were asked for, based on trying to prevent burnout.

We can see if this will be accepted as it is now, this may cause delays if they ask for more information.

The budget was discussed next.

The bulk of the funding listed would be for the Executive Director's salary, with the position being part-time and the HR being outsourced to a temp agency.

The Lift Off budget was reduced with the understanding that additional fundraising could be possible which would allow for a larger budget for that program. The current request is for enough funds to cover 5 participants in the program.

The Protostar budget was also reduced for similar reasons. There is more momentum in the community, which may help with fundraising. If there are not funds raised, a pared down version would be held.

The promotional budget was discussed.

The education portion was discussed. It includes funding for developing only one new class, potentially in business development.

Equipment was also discussed. The emphasis would be on providing better access for members by upgrading storage and inventory tracking.

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The software budget was decreased significantly, since usage of the software was not high in previous years. We have access to the licenses until December. The goal will be to try promoting the tools further and then revisit next year based on usage.

The Statement of Work was discussed next.

The promotional budget is lower and this was discussed. Also grant writing was discussed. Increasing the budget for the consulting services was discussed, with the eye towards grant writing.

The current climate for fundraising and funding revenue was discussed.

COVID-19 was discussed briefly. Strategizing may need to be put on hold.

The budget may need to be revisited. Jamey to adjust it and get feedback from the board online. Approving the budget by the end of the next board meeting is preferable.

A link to an updated schedule of events was posted in the chat for review.

The annual members meeting will be discussed by text.

The meeting was adjourned.



Frederika Edgington-Giordano, Secretary of the Board