

## Tech Valley Game Space Meeting Notes for 4/18/2020

The regular meeting of the Tech Valley Game Space Board of Directors was held on Saturday 4/28/2020 at 3:10pm.

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

Taro Omiya

Frederika Edgington-Giordano (Secretary)

Jamey Stevenson (Interim Executive Director)

Dan Tanguay

Abigail Mathews

The notes from the previous meeting were reviewed and approved.

The first item was reviewing the 2020 finances. The Center of Excellence grant was the main focus of the discussion.

The Cash Flow forecast document was reviewed first. This included the Center of Excellence grant funding.

Laquana joined the meeting.

Jamey shared a link with supplemental materials for the financial tracking, including examples from SCCC.

Providing a more detailed breakdown was discussed, including a cash flow detail for the month to month projected income.

Jamey provided two options for the board's review, in light of the discussion from the previous meeting. For Option A, some of the funding that was previously earmarked for paying an executive director would be used to pay for a grant writer. For this option, there would only be enough to pay an executive director's salary for 3 months.

Option B would assume that the Executive Director would be hired next year, not in 2020, which would allow for more funds to be spent on the grant writer. The focus would be on developing revenue streams.

The options were discussed. Hiring the Executive Director was discussed, including the training period for an outside person.

Laquana dropped off and rejoined.

The motion to approve Option B was passed.

The Cost Share letter was discussed next. The hourly value was updated from a source that was linked to in the Discord chat. It was approved.

The Statement of Work was reviewed next. There were some changes that were needed before the next meeting, so that will be voted on during an emergency meeting.

## Tech Valley Game Space Meeting Notes for 4/18/2020

The upcoming members meeting was discussed next.

The logistics of streaming the meeting were discussed. It will be held on a Discord voice channel.

Jamey to contact paying members to ensure enough attendance.

What announcements can be made in light of COVID-19, with respect to the long-term planning, were discussed.

Making an open call for suggestions from the community was discussed.

The event changes were discussed. Jamey provided a link to the document outlining proposed changes.

Addressing the volunteer burnout situation during the members meeting was discussed.

Scheduling a new meeting time for the board meetings was discussed. A Doodle poll will be created.

The next item was handling social distancing and planning. Working from home was discussed, as it impacts coworking.

Not many cancellations have occurred since social distancing has gone into effect.

TVGS has had some events move onto Discord.

Moderating voice discussions were discussed.

Adding roles to additional people was discussed.

Attendance has been about the same for the Orbit groups since they have become online-only events.

Following up with the Orbit organizers to see if they are comfortable with continuing their classes now that format has changed was discussed.

Making software available to members was discussed, as a perk. It is possible for some software, but more challenging for others.

Jamey raised the possibility of having a working group to strategize what services TVGS could provide for members, especially online services given the current situation.

Going over the long-term plan was discussed. Posting it for the board to review on the Discord chat was discussed.

The meeting was adjourned.

*Frederika Edgington - Giordano*

---

Frederika Edgington-Giordano, Secretary of the Board