

Tech Valley Game Space Meeting Notes for 8/5/2018

The regular meeting of the Tech Valley Game Space Board of Directors was held on Sunday 8/5/2018 at 1:06pm

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

Taro Omiya (Executive Director)

Jason Harlow (Chair)

Frederika Edgington-Giordano (Secretary)

Abigail Mathews

Elavarasi Dharmalingham

Sarah Lauser

John Ceceri III

One guest attended via Discord: Jamey Stevenson.

The agenda was reviewed.

The meeting notes from the last meeting were reviewed and approved.

The action items were reviewed.

Sarah reported that the temp agencies she spoke to would take about 50% of the amount paid to the Admin employees.

Taro brought up the bonus-based system that Jamey had proposed on the Admin channel. This will need to be revisited at a later date.

The motion to fill the Admin positions using a temp agency with a maximum pay rate of \$30/hr was proposed. This would be with the positions described on Jamey's document. Frederika and Taro are not the only candidates for this position, so they were included in the vote. The motion passed.

Sarah has an action item to set up the admin positions via a temp agency.

Sarah has an action item to submit a Department of Labor request now that the description is finalized.

Sarah did not complete the action item speak to the accountant.

Frederika did complete her action item to reserve the conference room for the meeting.

The admin position descriptions were reviewed.

Taro posted the budget schedule link in the Discord chat. It will need to be updated to reflect the current timeline. Taro has an action item to update the dates.

Jamey had no update on the community report action item.

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The next item discussed was the Fundraising team. Chris will be leaving the Fundraising Coordinator position, so the position should be filled during this month's election.

Getting funding was discussed. The current status of the 501 (c) (3) process will make getting grants difficult. Sarah suggested focusing on getting more funding from the community.

The board has an action item to recruit someone to replace Chris Spahn as the Fundraising Coordinator.

Taro wants a short document with fundraising information, including the relationship between the role, the Treasurer, the board, and the fundraising team. Taro and Frederika have an action item to create a document describing these relationships.

New grants and sponsorship were discussed next. Sarah suggested taking this to the fundraising team. Taro is concerned that we will not having more funding at the end of the grant. The continuation of the current grant is RPI's responsibility

The next action item was to review the admin position descriptions, which had been already discussed earlier in the meeting.

The next item discussed was the Lift Off program. This has been handled outside of the board meeting. John reported that there is a new team. There are six people on the team currently. Taro posted the link for the documentation on the Discord chat so that the board members can review it outside of the meeting and comment as needed. Jamey posted the link to the Trello card.

The next item discussed was the TVCOG ambassador for issues that do not require the TVCOG administration to be involved. This item came out of a discussion with Sam Bonafonte. It might not have been put to Holly yet and it would need to be cleared with her. Sarah suggested taking this discussion to the Admin team channel. Taro, Frederika, and John have an action item to discuss it there.

The next item discussed was making changes the membership tiers without taking them to the board. Giving the finance/fundraising team the authority to make changes to membership tiers. These decisions should overseen by the Admin team. This motion to approve this was passed.

The next item discussed was to formalize Jamey's role as permanent advisor to the Admin team and the board. Jamey would be included in the Admin team. The motion was passed.

The next meeting with be 9/2/2018. Frederika will reserve the meeting room for 1pm on that date.

Jason brought up the need for a backup for Frederika due to her pregnancy. Frederika agreed, but more discussion may be needed to decide on details.

The meeting was adjourned.



Frederika Edgington-Giordano, Secretary of the Board