

The regular meeting of the Tech Valley Game Space Board of Directors was held on Monday 7/12/2021 at 6:00 pm.

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

Taro Omiya (Acting Chair of the Board)

Daniel Tanguay (Secretary of the Board)

Jamey Stevenson (Interim Executive Director)

Jarell Pryor

Yoshi Neil Alers

Dr. Laquana Cooke

A quorum is present at the start of the meeting.

The meeting starts by approving the last board meeting's notes.

Reminder that the Treasurer position (it's an admin, not a Board position) is still open. Discussing any progress on filling this position. Jamey has begun messaging this opening in the newsletter, as well as promoting the open position alongside the call for other positions in the blog.

The organization is in the middle of a shift from .com to .org domain.

The Treasurer's Quarterly Report is due this meeting. Jason Harlow provided it, but he is not available to walk the Board through the Report.

Joshua has stated that our financials should also be made publicly available; it will likely use the same process as the minutes for publication.

Jamey summarizes the Quarterly Report. He called out notable activities, including a mistaken charge from Microsoft that was not fully refunded. It was assumed it happened and caught too late that it had not. That meant the credit card accrued late fees (on the order of hundreds of dollars), which we'll need to absorb. Jamey, Jason, and Sarah (the former Treasurer) will resolve this moving forward.

Taro also called out that there were coworking membership refunds and asked if there's any concern about it. Jamey didn't seem concerned--it didn't have a financial impact. One was a mix-up with TVCOG (which is common), and the other was a suspension of membership until the coworking space became more accessible. Jamey has tried to follow-up with the latter person since the coworking space is accessible. That person has not replied.

Next, updating the NYS & RPI COE grant status. We're waiting to hear back from RPI. Ben Chang confirmed they received it, but they have not heard any concerns or feedback yet. Jamey is focused on outreach to our contractors and curriculum developers in advance of receiving the

grant so that we can hit the ground running. He also has asked the Board to help promote the call for gamedev instructors to increase the size of our pool before we have to select them.

Also, reviewing the current budget and 3-year cash flow forecast draft.

Laquana joined the Board Meeting.

Jamey illustrated how the forecast maps to the strategic plan and how it can be used as both a target and an aspirational goal. Jamey has also aggregated all the recurring changes in one spot in order to better balance the budget. Jamey does not expect approval during this Board meeting; instead he wants feedback on the forecast approach first.

His first question: what are the steps to get this approved? It seems that the Financial Committee can draft and approve this. Jamey asks if the Board could provide feedback before the next Financial Committee meeting before 7/27.

Next: where in this forecast should we be able to hire a part-time Executive Director?

Next: are there members of the Board who can take point on Grant Opportunities and Sponsorships & Donations? Jamey feels he doesn't have as much experience in those areas (as compared to Education), and he doesn't want to be a bottleneck.

Jamey also highlighted Board Fundraising targets for the year. Taro additionally noted that other Boards have a mandatory Board contribution per year; is this something we're entertaining? Jamey feels this competes with our focus on being inclusive; not all Board members can contribute personal money. He opened this up to the Board for feedback. Giving Tuesday seems like a good opportunity for this. Stacy also has a number of ideas that she shared with the Financial Committee. Jamey will have to dig them up to share with the Board.

Also, should the Board entertain taking over the contact management via CRM-style tools? It's currently on the Coordinators, but it may be more appropriate for the Board to own.

Taro reminded everyone to provide their headshots and bios to Taro so that we can update the website with public-facing Board information. Taro has provided examples as well.

Update on progress on policy for holding public board meetings. This is on hold at the moment, and likely won't happen until August at the earliest. Taro wants to figure this out prior to moving to the Chicago area (in several months). Jamey asked for the Board to have an opportunity to provide feedback before this is finalized.

Teaching commitments in Q3. This is now underway. There was a good response to the current call for instructors. Jamey also noted that he's close to full bandwidth given that he's instructing folks in addition to his executive director duties. We'll also use the summer classes as a test bed for future lesson templates. Does anyone have templates we could use?

There aren't any updates from the Financial Committee, as they have been unable to meet over the past few months. The number of action items on the Financial Committee is growing, including a policy to establish TVGS' fiscal year date, new financial tracking software, and

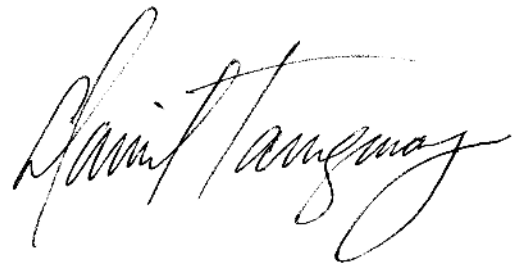
drafting a public policy on how to negotiate with TVGS on financial related businesses. If the Committee can't meet next month, we'll have to reconsider delegating this work to them.

Discuss bylaws changes, suggested by Wagoner Firm. There hasn't been any response from the firm. How do we proceed? Email hasn't been getting consistent/timely responses. We had the best luck getting in touch with them in person and/or on the phone.

Taro reviewed the older action items for relevancy.

Motion to adjourn the meeting.

Motion approved to adjourn this month's meeting.

A handwritten signature in black ink, reading "Daniel Tanguay". The signature is written in a cursive style with a large, sweeping initial "D".

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Daniel Tanguay, TVGS Secretary of the Board