

The regular meeting of the Tech Valley Game Space Board of Directors was held on Monday 6/14/2021 at 6:00 pm.

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

Taro Omiya (Acting Chair)

Jamey Stevenson (Interim Executive Director)

Jarell Pryor (Acting Secretary, for this meeting)

Joshua Schwartz

Neil Yoshi Alers

A quorum is present at the start of the meeting.

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

Minor verbiage change brought up by Jamey. Motion passes to approve the minutes from the last board meeting.

Focus on electing open board positions. Starting with the Treasurer position. No immediate volunteers for present members. Discussion begins on how that information can spread to the wider TVGS community. Since Treasurers don't necessarily need to be a board member. Action item for making a broader call for a Treasurer.

Thoughts on electing Dan as Secretary. Dan has expressed interest in being elected to that. And discussion to approve Dan as Secretary has begun.

Motion to approve Dan as Secretary of TVGS. Motion passes. Dan has been approved.

Next focus on discussing Financial Committee policy. It is currently composed of various board members interested in the granular finance details and the current Treasurer. Josh is interested in being a part of those meetings, and will now start being invited.

Next focus on the NYS and RPI Center of Excellence grant. With discussion and priority on board approval of documents so that process can begin now. A few options put forth to try and satisfy the goals of the strategic plan for TVGS in 2021. Primary focus on improving financial stability for the organization.

Continued discussion on strategic goals for CoE budget and trying to be able to execute by the end of the calendar year. Is now the time to be able to pull back from some of the promotion budget and focus more on the consultant and contract services. To focus on a grant writer and external fundraiser. Maybe more of a focus on the education category as opposed to promotion.

Motion to approve the updated TVGS Budget for the CoE 2021 grant.

Motion is approved. Budget is approved to send to RPI.

Focus on approval for the Cost Share Letter related to the CoE grant. Motion to approve.

Approved to send out Cost Share Letter to RPI.

Focus on TVGS Statement of Work for the CoE 2021 grant. Updating values and details based on updated budget and strategic planning.

Motion to approve 2021 TVGS Statement of Work for CoE grant. Motion approved, document is ready to send.

Focus on board member updates for more public information available to potential grant writers, diversity, and experience handling funds. Discussion led by Josh as a priority for the board members to be publicly visible and readily available.

New action item added for all board members to send headshot image and bio for presentation on a page on the TVGS website.

Move on to discussion that it should be public information when board meetings happen. As the meeting could be open to the public. There can be private board meetings, which are not open to the public, but can still be known when they are happening.

Will want to double check which part of this is a requirement. Need to share meeting notes after the fact, or have active involvement during the board meeting. Agreement that this is something that we should push toward and implement soon.

Discussing a 3-year budget. And that it's a very important thing to have to demonstrate longevity and fiscal responsibility, especially for seeking funds. To further align with the existing long term goals of the organization.

Action item for Jamey to complete a first draft of the more granular budget documentation. To be ready for review by the board before the next board meeting.

Some clarification on organizational donations, board fundraising, and individual donations. With board fundraising as goals and not requirements of members. With individual donations and organizational donations being closer to the typical funding TVGS has received in the past.

Discussion on establishing a fiscal year date. Could be more of a responsibility of the financial committee to give a recommendation that the board can then approve.

Quick discussion on reminder to have the Treasurer make a quarterly report for July.

Shift to focus talk on the lined up teaching commitment for Q2 and Q3. They have been confirmed, and are planned for July and August. Funding is almost fully approved, moving forward with planning for those and preparing instructors to teach the curriculum.

Prompt to require board approval for a board member to teach the curriculum. With all of their compensation being passed straight through to TVGS. No need to formally approve since the instructor/board member is not receiving self-payment.

Motion to adjourn the meeting. Motion approved to adjourn this month's meeting.

*Jarell Pryor*

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Jarell Pryor, Acting Secretary for this meeting