

This meeting of the Tech Valley Game Space Board of Directors was held on Monday, 6/16/2022 at 8:00 pm EDT.

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

Taro Omiya (Chair of the Board)

Tom Carmona (Treasurer of the Board)

Daniel Tanguay (Secretary of the Board)

Jamey Stevenson (Executive Director)

Jarell Pryor

A quorum is present at the start of the meeting.

There is a motion to approve the Consent Agenda. The Board approves the Consent Agenda.

Next up, Tom provides an update on the Treasurer onboarding and Financial Committee planning.

Next up, Jamey shares a lead on a potential Board member: Elizabeth McLaren. She's a former colleague of Jamey's from 1st Playable, and she's interested. Jamey has asked her to provide a Letter of Intent, and the Board ideally will review that letter before the next Board meeting.

Next up, Jamey provided context for who the Volunteer Coordinators are and how they are elected. The most recent elections have only had one volunteer as a Coordinator: Ethan, the Outreach Coordinator. There was a good cohort of first-time Coordinators last term, but most of them did not return. Now that the elections are over, it is up to the Board to appoint the remaining Coordinator positions. Additionally, Jamey is stretched thin between focusing on financial stability as well as managing the volunteer pool. This is an area that he could use help with. Jamey recommends that we identify a point person to help manage that volunteer pool. This person would research new pools of volunteers to tap into, help fill in Coordinator vacancies, and help support the Coordinators through their term.

The Board discusses potential solutions; for example, reducing the Coordinator term. That seems like a non-starter given the overhead of elections and training. The Board reviews their own availability for a role like this, and no one at this meeting seems to have the bandwidth. Tom intends to reach out to folks he knows to see if there's something he knows who'd be available to help with this. Jamey encourages other folks to do the same. Jamey notes that the highest priority role is the Communication Coordinator.

Jamey also volunteers as the Mentorship Coordinator. The Board approves him as the Mentorship Coordinator.

Jamey provides an update on the Questar opportunity. Jamey recaps the opportunity first, which includes co-teaching and curriculum development. Jamey then reviews the Cost Estimates and

addresses some of the concerns raised from the previous meeting. Questar is most interested in owning the curriculum TVGS creates (with TVGS granted a perpetual license to it), even if it means they're paying us the maximum amount for developing that curriculum. Jamey is reaching out to them again to see if they are open to having TVGS own some of the curriculum developed so that TVGS comes out of it with long-term assets as well. Next steps include lining up curriculum developers and a co-teacher. Questar wants Jamey to be the co-teacher, but that could stretch him even thinner. Jamey is considering it given that this opportunity accelerates TVGS's ability to hire an Executive Director.

The Board expresses concerns with the plan. Taro notes a potential conflict of interest if Jamey teaches, but Jamey intends to donate anything he earns to TVGS. Jamey reiterates that he feels he has bandwidth to co-teach and perform his Executive Director role until the end of the year. This comes with some assumptions, though. With the promise of predictable income, the Board must accelerate a search for a full-time Executive Director. Additionally, Jamey can rely on his co-teacher, who has experience teaching and a tech background. Finally, Jamey will need support picking up any organization-side slack from TVGS and the Board.

Jamey then reviews the Center of Excellence (COE) Grant and the draft Budget for 2022. There are 3 options. Option A is similar to the 2021 budget with an in-person Lift-Off added. Option B assumes Lift Off will be virtual, with more money going toward grant writing and fundraising. Option C puts even more into grant writing and fundraising. Option C got the best response from the Board on Discord and best matches the TVGS 3-year cash-flow forecast.

The Board votes on which budget to pursue. While Option C is popular, Option B does put some money toward improving the coworking space given that COG gives us a discounted rate. Taro notes that while he agrees we should do more with the coworking space, we should contextualize that decision as part of a larger RTO discussion.

There is a motion to approve Option C. The Board approves Option C.

The COE Grant is taking a while to finalize, which means TVGS won't get the grant until the latter half of the year. While this is not ideal, it's not as bad as previous years. Ben (at RPI) wants us to reconvene and plan out 2023 in November of this year to avoid a time crunch next year.

Jamey reviews the Cost Share Letter with the Board. There is a motion to approve the Cost Share Letter. The Board approves it. Jamey also reminds the Board members to track their volunteer time.

Jamey reviews the Statement of Work with the Board. The Statement of Work promises a Quarterly Report to RPI, and Tom wants to further identify what's involved in this promise. There is a motion to approve the Statement of Work. There is a motion to approve the Statement of Work, and the Board approves it.

Taro provides an update on running the future Board Meetings publically, as well as the mock public Board Meeting he intends to run to prove out the process. There is a Doodle Poll to find what time works best for folks. He also intends to put together a mock agenda, potentially with Dan's help.

Next up, Dan reviews the results from the Annual Member Survey. It received 2 more responses, bringing the grand total to 8. Even with 8 responses, there are some trends. Most respondents don't intend to work full-time at the coworking space, there is near unanimous support for some kind of in-person event, and there is broad support for a mask mandate.

Discussion shifts to in-person Events. Jamey shared an opportunity for one: RPI's Summer Level-Up Incubator at the end of August. It's a showcase for student-made games, and TVGS could piggyback on that Event. In the past, it's been held at the Innovation Garage (a competitor), but perhaps TVGS could convince RPI to have COG host it this year, allowing TVGS members to also show games at the event as well. Other organizations are also asking for in-person Event collaborations. Dan recommends that if we want to have an Event, we should start planning for it, as infection rates only go up during the fall semester.

We do not have an Event Coordinator to run this Event, but that may be okay if this is just a one-off (and not a recurring event) to test the waters.

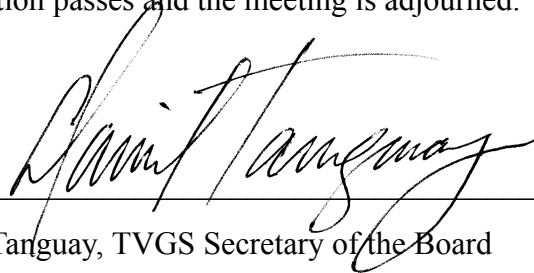
Additionally, TVGS will need to coordinate with RPI and the venue for COVID safety. If TVGS has a say in this topic, we should re-survey potential attendants about masks closer to the potential Event. Perhaps we can also investigate name tags with the level of social distancing comfort our TVGS attendants have.

The Board will need to discuss Return to Office plans at a future meeting.

Jamey shares that there has been no progress with Wagoner, as he's dealing with higher priority issues. He needs to reach out to them about the Questar contracts, so he'll batch the outstanding issues in with the contract review.

Taro encourages folks to review bylaw corrections offline. They will appear in the Consent Agenda at the next Board meeting.

There is a motion to adjourn the meeting. The motion passes and the meeting is adjourned.

A handwritten signature in black ink, reading "Daniel Tanguay", is written over a horizontal line. The signature is cursive and stylized.

Daniel Tanguay, TVGS Secretary of the Board