

Coordinating Council meeting was held at WCSC April 15, 2007, from 4:20 p.m. until 6:00 p.m

---

=== **Summary** ===

- \*Six documents were to be emailed out to be electronically consented to over the past two weeks. The consent form was emailed out but was not consented to.
- \*The consent change was Consented Permanently. (4-15-07)
- \*A list of people that may stand in for the safety manager was consented to (4-15-07)
- \* The Volunteer Consent Form and Release & Waiver was consented to (4-15-07)
- \*Rus is stepping down considerably but will retain his participating member status until further notice (4-15-07)

Facilitator: John M.

Scribe: Ken

Agenda: Ken

Average attendees = 5.75 for last four meetings - must have Four attendees this meeting for a quorum.

==Check in ==

Rus, John W., John M., John T., Brenda, Ken, Bruce

\*\*Review, verify, clarify agenda

\*Has everyone read the agenda and prepared for an informed meeting?

== Regular Business ==

\*Coordinators were changed to Manager as per direction from the BOD.

\*The Key Policy, Drug and Alcohol Policy, Volunteer Consent Form, Release and Waiver of Liability will be discussed electronically and approved if possible. No revised Key Policy came about. Weapons were not addressed in the code of conduct.

**\*Consented Items**

\*Rules for Electronic meetings were consented to.(consented 4-1-07)

\*Volunteers shall provide at least two reference letters prior to volunteering.(consented 4-1-07)  
an application is in need.

**\*Commitments**

\*Has Mark at PC Salvage been contacted? John M. will make an attempt to get an accounting statement – still no accounting statement has been returned. Mark will most likely not come through.

\*Rus will get a key policy together to be consented to by April 1, 2007. Emailed 3-25-07 – Will be discussed electronically. John M. will take this commitment over.

\*A new fgoly group named “ Fgoly Proposals” will be created. Consented 3-18-07 – not done.

### **\*Past Due Commitments**

#### **=== Reports ===**

\* Finances: (John M., John W.) – The finances are not know to the penny – but more money is going out than coming in at this point in the neighborhood of \$1100. The old checking account is officially closed. Directors insurance has been purchased.

\* Recycling – The majority of the printers are gone – plastic is gone.

\*Public Relations – (Michael) has flyers ready to go.

\*Systems – (Scott) – The Web site is up and running – fgoly.com. Apparently Rob has the fgoly.org name and has registered his name as a representative of Freegeek Olympia. He appears to be acting for Portland. Rob is not a representative of the Olympia group and this could be touching on illegal since Freegeek Olympia (fgoly) has been in business for over two years. Fgoly has a master business license registered with the state and is currently doing business as fgoly.

\*Thrift Store – (John M.) –.

\*Disassembly – (Scott) –

\*Triage – (John M.) -

\*HR – (Ken) – no report.

\*Build – (John T.) – Rus is about to resign since he is moving to the east coast. Would like to contribute until he moves. John T will take over as Build Manager.

\*Safety Officer (John T.) – The basement has been cleaned up a bit. The printers are gone. The monitors are in need of a clean out. The ramp and corner outside need to be kept free of clutter.

\*Team Member Reporting(who is on which team)

\*\*1. Finance - (John M., John W.) –

\*\*2.Public Relations - Public Relations – (coordinator - Michael, Brenda) Teresa has an interest.

\*\*3. Systems(Web site) - Scott

\*\*4. Thrift Store (input, output) coordinator – John M. - – Brenda V., John T., Not an official team at this point 11-19-06 – These people contribute time to this area.

\*\*5. Recycling (shipping - taking things to recyclers) John M.,

\*\*6. Disassembly - Scott, Greg, Alicia, Anthony

\*\*7. Triage (receiving, testing) –. John M.(team coordinator), Anthony, John W

\*\*8. HR (staffing) - Ken, Jim, John W, Scott

\*\*9. Build (finished machines) - – Rus, Ken, John Whitehead, John Murtha, John Tesberg

\*\*Safety Officer – John T.

#### **== Old Business ==**

from 12-17-06

Here is the consensus change:

\*Proposal to amend consensus rules: The sentence currently reads 1. Ask the people blocking to stand aside. Maybe include some language to evaluate the proposal down the road and make changes if necessary.

Add to this sentence - If all but one person up to six (up to two in twelve, three in eighteen, etc.) agree with the current proposal - a consensus may be requested to overturn the sole blockers giving space for the proposal to become consented to. This ruling will stand firm under these circumstances.

This shall be good until April 1, 2007. This policy shall be reviewed the first meeting in April 2007. This policy shall need a 100% consensus to overturn it. If a 100% consensus is not found this policy shall become permanent.

Consents→All attending members   Stand Asides→ none   Blocks→None

**Proposal to overturn this policy – No members stood up. Became permanent.**

==New Business==

\*Each manager will have a written description of policies and expectations.

\*Submit a pre-approved list of people that will sit in as safety manager in the event the appointed safety officer is unavailable. (3-18-07) This stand in must be a participating member - John M., John W., Brenda, Ken, Rus are current participating members.

**Consents→All attending members   Stand Asides→ none   Blocks→None**

\*Drug and alcohol policy – Was emailed out. Needs a place for a witness on the form.

\*Volunteer Consent Form, Release and Waiver of Liability, Key Policy, Code of Conduct, Drug and Alcohol Policy, Grievance Procedure.

The code of conduct, Store manager Duties and Functions, Recycling manager Duties & Functions, Volunteer Consent Form and Release & Waiver of Liability were passed out for review.

The Volunteer Consent Form and Release & Waiver has been passed by the BOD – changes are coming up – this shall be the working document for the time being.

**Consents→All attending members   Stand Asides→ none   Blocks→None**

The Drug and Alcohol Policy was read – Should people on prescription pain relievers be allowed to volunteer? How about anti-histamine drugs? It sounds as if coffee could be an illegal drug. How about sugar? How about Sudafed since the person purchasing this drug must produce an ID?

John M. stated this Policy covers illegal drugs -

Rus stated to put all definitions first. Consuming should be in place of using. Working should be replaced with volunteering.

\*Naming the different rooms to increase the ease of what and whom belongs where.

Name: Store

Location: The first room one enters from the ramp side, on the Northeast corner of the ground floor.

Name: Receiving

Location: The ground level room nearest to the front door, on the Northwest corner of the ground floor

Name: Disassembly A

Location: The North room upstairs.

Name: Disassembly B

Location: The South room upstairs.

Name: Holding

Location: The basement.

Name: Lavatory

Location: Lavatory on ground floor.

Name: Triage

Location: The room with the door closest to the bathroom, on the Southeast corner of the ground floor.

Name: Build

Location: The room across from the bathroom, on the Southwest corner of the ground floor.

Name: Container

Location: Parking Lot.

\*Discuss the names submitted to the PR team in case fgoly will need to be renamed from - 11-12-06 – Suggestions:

\*Key Policy – (John M.)

\*Who has the authority to form teams? The idea of self forming teams isn't working at this point. A proposal needs to be submitted then formed to meet the needs of this organization.

\*Team – is this concept working or should it be amended? How about add a “Floater” team?

\*New Facility – Latest findings The group entered executive session to discuss this sensitive topic.

==Late Add==

\*Rus is considering stepping back – Would like to contribute when he is able – wants to stay a participation member – but is moving possibly in four weeks - maybe as late as July.

Proposal – Rus will resign as Build Manager and Key Manager – but wants to keep his keys and contribute where he is able – will retain his participating member status. Still wants the group to succeed. John M. will take over the Key Manager. Ken will be the assistant Key Manager.

**Consents → all members Stand asides → None Blocks → None**

Wrap-up ==

\* Check Out

=== Next Meeting ===

\*Set next meeting date: April 22, 2007 – from 4:00 to 6:00 p.m. at fgoly

\*Facilitator: John M.

\*Scribe: Ken

\*Agenda - Ken

\* Suggest agenda items

The next meeting will be April 29, 2007