

Coordinating Council meeting was held at fgoly May 6, 2007, from 4:00 p.m. until 6:00 p.m –

=== **Summary** ===

- \*The BOD has been asked to amend the by-laws to get new council members on board.
- \*The BOD will be meeting when the members are available for the next 60 days to take care of critical items in need. If you would like to attend contact John M. for details.
- \*Rus will commit to changing all the locks in the Jefferson building – the old locks are under the desk to the current building.
- \*John M. has the authority to make the move as successful as possible.
- \*Special rooms were encouraged to get started.

Facilitator: John M.

Scribe: Ken

Agenda: Ken

Average attendees = 5.25 for last four meetings - must have Four attendees this meeting for a quorum.

==Check in ==

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

\*\*Review, verify, clarify agenda

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

== Regular Business ==

\*from 4/27/07- The conflict resolution was looked at

**\*The BOD will be meeting when the members are available for the next 60 days to take care of critical items in need. If you would like to attend contact John M. for details.**

**\*Consented Items**

**\*Commitments**

\*John M. will get a key policy together -

\*Rus will commit to changing all the locks – the old locks are under the desk to the current building.

**\*Past Due Commitments**

=== Reports ===

\* Finances: (John M., John W.) – Taxes are being looked at.

\* Recycling – number two copper has resale value which adds to the coffers. Hard drives have some value. JC hauling has been helping out tremendously. John M. would like to purchase a trailer to haul things here and there.

Rus stated storage is a problem. Hauling unsecured things is a problem. Getting a covered trailer of any size could be expensive. 5x10 would be ideal. A horse trailer would work.

A cart is in need to haul machines – a Home Depot cart would be perfect. Nothing that would eventually become clumsy to maneuver. This cart would be used to haul things from cars parked on the street and to haul items down the hall.

Rus reported the Re-Store will give many items to fgoly such as building materials.

John M. would like to have nicer looking shelving for the new store. The current shelving displayed in the store is an embarrassment to the organization.

The storage container is gone.

\*Public Relations – (Michael) –

\*Systems – (Scott)

\*Thrift Store – (John M.) – Three label printers are soon to arrive.

\*Disassembly – (Scott) –

\*Triage – (John M.) –

\*HR – (Ken) – no report.

\*Build – (John T.) – Offering tech support is problematic. Volunteers take a machine home – want to load Windows – when it doesn't run properly these people want a fgoly volunteer to correct the problem. These machines run Kubuntu when they leave – volunteers shouldn't offer tech support for Windows especially on fgoly time.

\*Safety Officer (John T.) –

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

\*\*1. Finance - (John M., John W.) –

\*\*2. Public Relations - Public Relations – (coordinator - Michael, Brenda)

\*\*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 ==

==New Business==

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

\*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

\*Key Policy – (John M.) –

\*New Facility –

==Late Add==

\*To authorize John M. To purchase a trailer if a good buy comes along with a ceiling of \$750.

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

\*People under 16 are wanting to spend some time at fgoly. Catholic Community Services(CCS) are inquiring – How do we handle this?

Should we allow this with adult (known to this person) supervision?

Rus stated children are more prone to accidents. Portland allows children of all ages – they even have a daycare. Children are a huge liability concern. Portland goes down to 10 years old to volunteer. Many adults have been cut by the sharp metals. Hauling heavy weights could be troublesome. Stacks of things could come tumbling down and on a small person this could be lethal. I advise against taking on this liability.

John M. would like to look at this with supervision. This is community building – bringing the smallest geeks into the organization.

\*John M. would like to change the by-laws for the participating status. This was discussed in the March 11, 2007 meeting.

Amend the by-laws to say the volunteer must put in 100 hours in the different departments and attend at least 5 council meetings out of six weeks of meetings before becoming a member of council? Council must approve these people by a consensus? Or 5 out of six? How about 83%? How about letting council choose who becomes a member?

This is directed to the BOD - Amend the by-laws to say the volunteer must put in 100 hours in the different departments and attend at least 5 council meetings out of six weeks of meetings before becoming a member of council or 200 hours in the areas these people are able or are interested in. They cannot become a participating member before the six council meetings have elapsed. The normal council approval of 83% must be met.

\*Who will decide what happens in each room? Scott has asked for a back room to recycle machines.

Rus would like to approve John M. to handle the tasks as they should come up. He is the most actively involved and is very capable of handling the move as efficient and safe as possible.

Proposal – To allow John M. to be the central authority for the move. He shall decide where things go and which room will be used for what activity. He will listen to any and all suggestions yet has the authority to make all final decisions. He will report the outcome to council at the next meeting.

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

How about a special room for Macs.

Rus doesn't want a special room for Macs. If one is given to Macs make it Small.

How about subletting? Several said NO. Iris is interested.

Will competing entities be allowed? Someone to install Windows on Linux machines?

Should special rooms be setup? A BOD room, Classroom, Kitchen, A place to lock up sensitive data such as financial and personnel? All agreed these rooms should be setup.  
A microwave and stove would be nice.

Do we have first aid concerns? How about fire extinguishers? How many fire extinguishers are required?

John W. has prints that would look nice hanging on the wall. Could he put a for sale sign on these prints? These prints would really make the place attractive.

Wrap-up ==

\* Check Out

=== Next Meeting ===

\*Set next meeting date: May 20, 2007 – from 4:00 to 6:00 p.m. at fgoly

\*Facilitator: John M.

\*Scribe: Ken

\*Agenda - Ken

\* Suggest agenda items

May 13, 2007 - is Mother's Day - No meeting.

May 27 is Memorial Weekend – No meeting

The following meeting will be June 3, 2007