

Coordinating Council meeting was held at CRE&T October 28, 2007 , from 4:00 p.m. until 5:30 p.m - 115 Olympia Ave.

==Summary==

12 policies were consented on 10-28-07

Facilitator: John M.

Scribe: Ken

Agenda: Ken

Average attendees = Four for last four meetings - must have 4 attendees this meeting for a quorum.

==Check in ==

Brenda, John M., John W., Ken

**Review, verify, clarify agenda

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

== Regular Business ==

==Consented Items==

*Commitments

==Past Due Commitments==

*John will commit to calling in the outstanding machines that have not been paid for. (From 9-16-07) - John did call Corbin, the machines are in storage but will return soon. Has not been done

* Brenda will come up with a current list of non profits - (8-12-07) not done

*John M. will get a key policy together – not done

=== Reports ===

*Finances: (John M., John W.) -

* Recycling (John M.) - A suggestion was made to give all cell phone technology to Safe Place.

*Public Relations; (Brenda) – Brenda is thinking about asking Cynthia and Paula to help spread the word.

*Systems; (Scott) -

*Thrift Store (John M.) - The warranty policy/sales agreement was discussed. John M. will make a policy to be used in the future. This policy will be sent out electronically – if no one votes NO the policy will automatically be a YES. The electronic voting has not had much participation by the busy council members.

Current open hours are:

Tuesday 1-7

Thursday 1-7

Saturday 1-7

Sunday 1-4

*Disassembly (John M.) -

*Triage (John M.) -

*HR (Ken)

- *Build (Corbin) -
- *Safety Officer (John T.) -
- *Team Member Reporting(who is on which team) - this was cleaned up September 9, 2007
- **1. Finance - (John M., John W.)
- **2. Public Relations - (manager - Brenda) -
- **3. Web Site - Scott B.
- **4. Thrift Store - (manager - John M.) - Brenda V., John T.
- **5. Recycling (shipping - taking things to recyclers) John M.
- **6. Disassembly - (John M. manager) Scott B.,
- **7. Triage (receiving, testing) (John M. manager defacto) John W, Robert T., Thomas B.,
- **8. HR (staffing) - Ken, John W, Scott
- **9. Build (finished machines) - Ken, John W., John M., John T., Corbin W.,
- **10. Infrastructure (John M. manager) - Ken,
- ** Safety Officer John T. or store coordinator

== Old Business ==

==New Business==

The following policies were emailed out on October 17, 2007, for consent. All council members in attendance consented in person to the following:

CRE&T Code of Conduct 2.05
 CRE&T Non-Discrimination and Anti-Harassment Policy 1.04
 CRE&T Volunteer Reward Policy 1.03.doc
 CRE&T Drug and Alcohol Policy 1.01.doc
 CRE&T Volunteer Consent Form, Release and Waiver of Liability 1.10.doc
 CRE&T Volunteer Application Form 1.05.doc
 CRE&T Volunteer Reference Form Letter 1.01
 CRE&T Grant Rrequest Form 2.04.doc
 CRE&T Grantee Claim and Agreement 1.02
 CRE&T Volunteer Reward Claim and Agreement 1.02.doc
 CRE&T OlyGeek FreeGeek Business Card 1.03
 CRE&T Sales Agreement & Return Policy 1.00

Consents --> all members Stand asides --> none Blocks --> none

*Key Policy (John M) –

==Late Add==

*The idea of purchasing motherboards and selling updated machines -
 Is the economically feasible? To spend \$100 on a motherboard – and the time it takes to install software on older power supplies, hard disks and other related parts that may fail may not be wise.
 A new power supply may need to be purchased.

Should printers be handed out with machines? This will give printers a new home and free up space. The other side is: will the drivers work on the machine going out and be tested prior to sending the machine out.

A basic Dell machine on the Internet – 3600 Processor – 250 gig hd – DVD/CDRW - \$369 plus shipping. Has a warranty attached.

Price watch has a Sempron 3600 – 512 RAM for \$98 plus shipping -

Many people want a machine that will run Photoshop. High output and RAM.

Christmas is coming up. Advertising these machines on the radio may be an option.

Wrap-up ==

* Check Out

=== Next Meeting === November 4, 2007 from 4:00 to 6:00 p.m. at CRE&T

*Facilitator: John M.

*Scribe: Ken

*Agenda - Ken

* Suggest agenda items

The following meeting will be November 11, 2007