

Coordinating Council was held at CRE&T December 9, 2007 , from 4:00 p.m. until 5:00 p.m - 115 Olympia Ave.

==Summary==

*A deal with Chuck was discussed.

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 ==

John M., John W., Brenda, Ken

**Review, verify, clarify agenda

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

== Regular Business ==

*Purchase order forms are needed

==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. Not Done

*John M. will get a key policy together – The Boardroom should be locked.

=== Reports ===

*Finances: (John M., John W.) – \$800 is outstanding - has not been satisfied.

This week was a fairly good week. Sales are leading the way.

* Recycling (John M.) – Three full barrels are ready to recycle - could bring in around \$300 to \$500.

*Public Relations; (Brenda) –

*Network Infrastructure - (John M.) – Several good printers are connected. A good CD writer is in need.

*Business Infrastructure – Some PR phone calls are now getting returned.

*Thrift Store (John M.) –

Current open hours are:

John T. is here on most Mondays
Tuesday 1-7 John M. is usually alone
Thursday 1-7 John M. is usually alone –
Saturday 1-7 – this is the best day for volunteers
Sunday 1-4

- *Disassembly (John M.) -
- *Triage (John M.) – Machines are incoming – and getting processed
- *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. Network Infrastructure - (John M.
- **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.(hasn't been here for months)
- **10. Infrastructure (John M. manager) - Ken,
- ** Safety Officer John T. or store coordinator

== Old Business ==

==New Business==

- *Key Policy (John M) –

- *Grievance Policy

==Late Add==

- *Chuck's Proposal – wants to build some Linux machines and sell them on freecycle. Chucks believes olygeek prices are a bit steep. Chuck wants to make \$20 a machine for his trouble. Olygeek would store the machines and potential customers would look at and purchase them at Olygeek.

The general consensus is no deal.

- *501 (C) 3 – a friend of Brenda's has recently started a non profit group. Consensus is not a good concept.

*Low end machines – 700 (slot 1) and below. The consensus is to scrap anything under a 700 mhz.

Wrap-up ==

* Check Out

=== Next Meeting === December 16, 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 January 6, 2008 – unless a special meeting is needed in December.