

Coordinating Council was held at CRE&T February 10, 2008, from 4:20 p.m. until 5:00 p.m - 115 Olympia Ave.

==Summary==

*Reports were presented. New ideas for keeping the revenue coming in.

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., Ken, Brenda, Zenson

**Review, verify, clarify agenda

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

== Regular Business ==

*February 3, 2007, meeting was canceled.

==Consented Items==

*Commitments

*John will call the City of Olympia to get on the recycler list. Not done

==Past Due Commitments==

*John will commit to calling in the outstanding machines that have not been paid for. (From 9-16-07) - John did speak with Corbin, the machines have been moved around but have not been returned (1-13-08).

*John M. will get a key policy together – The Boardroom should be locked. The key box will be in the locked board room.

=== Reports ===

*Finances: (John M., John W.) – Sales tax is due – around \$200. There is about \$6,700 in the bank at this point.

Saturday was slow. Today was a \$160 day.

New shelving, desks, and infrastructure have been added.

Directors insurance is coming due.

There are 9 Xp infrastructure machines running.

There are around \$3,000 in inventory ready for sale. There are many many machines ready to build. There are around \$1,000 in grant boxes ready to go.

* Recycling (John M.) – 4th dimension has been great in holding stuff for Olygeek.

monitor fees are \$29.50 at the landfill now as reported from a lady that dropped one off recently.

*Public Relations; (Brenda) – John asked Brenda to call the City of Olympia to get on the recycle list.

Theresa has signed Olygeek up for a table at St. Martin's in March (around the 10th). Brenda plans on tending to the table for PR. She will pass out cards and flyers.

*Network Infrastructure - (John M.) – John has been working on the wireless infrastructure. Scott is ready to start teaching classes. The boardroom is getting better. A color printer came in. It may work.

*Thrift Store (John M.) – Has not been doing well. Somewhere around \$800 came in last week. Is okay but not fantastic.

Lights, holes, black mold is still in need of correction for the fire marshal.

John would like to divide the special projects and triage room for heating purposes. It is much easier to heat a smaller area when someone is working in these rooms.

Storing machines according to brand is helpful. Sometimes it makes sense to use a machine as parts to get one good machine running. Looking all over the building for a like machine is time consuming.

There is a wide price range of Windows machines available for purchase. This seems to work well.

Should Olygeek start commercial printing for money? A customer has requested laser printed business cards.

A concern was expressed about becoming too commercial before the group is ready. There is a shortage of people now.

John would like to hire an electrician to repair and add to the existing wiring.

Current open hours are:

John T. is here most Monday evenings

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.) –

*HR (Ken)

*Build () – - Corbin has not been here long enough he will have to start over.

John would like to purchase some Asus motherboards to see if fast motherboards would sell.

*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.
- **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==

Wrap-up ==

* Check Out February 17, 2008, 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 February 24, 2008 –