

Coordinating Council was held at CRE&T March 9, 2008, from 4:50 p.m. until 5:30 p.m - 115 Olympia Ave.

==Summary==

*The BOD meeting did happen on February 24, 2008

*Brenda was at St. Martin's on March 7 & 8 – Scott, John M. and Robert assisted

*The Board room has a key box

*Zinson will have access to the building soon.

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 ==

* Brenda Plans to be at St. Martin's March 7 & 8 – Did this happen? Report?

Brenda, Scott B., John M., Robert spent time here and assisted in closing.

Brighter Tomorrows did take place at St. Martin's Pavilion – A slide show was available – but the laptop was extremely slow.

Numerous brochures and business cards were passed out – these were printed on the Laser Printer John M. purchased awhile back.

The slide show would have been a hit had it worked properly – next year a better machine should be available

Machines that were brought to the Pavilion for display were very dusty inside.

Speakers were in need – came in later but would have been beneficial in the beginning'

Power strips and extension cords would have been handy

*There will be a BOD Sunday – 2-24-08 - this did happen. The minutes for council and the treasures report were ratified.

==Consented Items==

*Commitments

==Past Due Commitments==

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

*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). Not done

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

=== Reports ===

*Finances: (John M., John W.) – Around \$3500 has been incoming in the past months
John purchased shelves to better organize the inventory.

\$200 in wiring is in need.

The water pipe is in need of a cap in the receiving room

The hot tub still needs to be removed

Taxes have been paid – but will be coming due again soon.

Sales are the main source of income.

Services accounted for 29%

Gross sales accounted for 44%

Donations accounted for 15%

Wholesaling (recycling income) accounted for 12%

Windows machines are outselling Linux by an 8:1 margin

*Recycling (John M.) – Costco has a recycling program. Competition?

<http://www.greensight.com/CostcoTrades/Common/equiptypes.aspx?SiteXfrMsg=1>

Many machines are ready to be disassembled

The air compressor gave up – John M. purchased another

Forms are available to hand out to customers explaining the process of recycling

A plotter in good shape came in – this could be used for commercial printing

John M. intends to sell his Laptops to help him make revenue while volunteering many hours at Olygeek. Those with objections please submit them in writing to the council.

*Public Relations; (Brenda) – Brenda Plans to be at St. Martin's March 7 & 8.

*Network Infrastructure - (John M.) – is working on improving the infrastructure in his spare time. The plotter will be networked soon.

John M. has two XP Pro machines ready to get into service

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 () – - Help is needed here. John M. is working on a cloning procedure to speed up the installation of the O.S. Using Clonezilla

*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 ==

*The NonProfit Exhibit is March 7 & 8(Friday and Saturday) at St. Martin's Pavilion

==New Business==

*Key Policy (John M) –

*Grievance Policy

==Late Add==

Contact the Olympian: “Share creative ideas for reducing, reusing or recycling with Lisa Pemberton at 360- 704-6871 or lpemberton@theolympian.com.

<http://www.theolympian.com/living/story/363632.html>

Brenda will take care of this

Wrap-up ==

* Check Out

*The next meeting is: March 23, 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 March 30, 2008 –