

Coordinating Council was held at CRE&T April 6, 2008, from 3:30 p.m. until 4:45 p.m - 115 Olympia Ave.

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,

**Review, verify, clarify agenda

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

== Regular Business ==

*Advertising is desired. All ideas will be considered

==Consented Items==

*Commitments

Brenda will contact Bruce to see how he is doing and inquire about his non profit.(3-30-08)

Brenda found the phone number she had is outdated.

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 3-9-08)

==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 \$6500 remains after rent - \$1800 for insurance is going to be due soon.

Hallmark circuit boards – around \$2 up from \$1.60 – great company to deal with.

Copper is accumulating – John M. is working on this

*Recycling (John M.) – John is going to make a recycle run tomorrow (Monday)

*Public Relations; (Brenda) –

*Network Infrastructure - (John M.) –

*Thrift Store -

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 () – -

*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==

*Performing background checks for new volunteers - John M., John W., Ken and Brenda will be authorized to view and submit these checks with the WSP. This committee of four will decide admissions and denials. This committee will be called Admissions –

The function will be to review, accept or deny new admissions based on background checks. All discussions will take place in Executive Session – all decisions are final. There will be no appeals. The majority shall rule.

Consents → All members NO blocks or Stand asides.

*The Spring Talkin Trash put out by the Thurston County Solid Waste has a spring event coming up on April 19 at the Westfield Mall. All computers and components will be accepted for free.

*Apparently the Web service has expired for Crestnw.org - It seems the auto renew had the wrong expiration date listed so the auto renew failed. John will look into this.

*May 10 is Thurston County Recycle days at the Thurston County Fairgrounds – Is anyone interested in a booth to accept computers and computer equipment.

Wrap-up ==

* Check Out

*The next meeting is: April 13, 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 April 20, 2008 –

==Summary==

*Background checks are getting closer to reality. An Admissions group was formed – all discussions will take place in Executive Session.

*Talkin Trash has an event coming up on April 19 at Westfield Mall

*Thurston County Recycle Days are May 10 at the Thurston County Fairgrounds