

ORE Board Minutes

June 7, 2018

Present: Edisa, Eric, Amanda, Dotty

Note-taker: Dotty

Approved May meeting minutes. Waiting to receive and approve March minutes.

Financial report – Amanda

DECISION: To reduce petty cash from \$100 to \$50. Any payment out of petty cash more than \$20 will be issued as a check. For the Tool Library - in an effort to not have more than \$50 in cash in the office, we will encourage users to write a check for the deposit instead of leaving cash. If someone does leave cash, Amanda will substitute the cash for a check and the check will be given back to the user upon return of the borrowed tool. Over e-mail, we agreed to give Dorie \$40 to use for material needed to conduct orientations.

Dues activation letter – general discussion on reaction from members. We will have a better idea of impact after the June 30th cutoff date. CW support payment is due by September. Since that payment is based on our membership numbers, we will know the accurate amount to pay CW.

Office update. TL still waiting to have shelves built. Farmers market will be staffed by members, but may not be for full time that the FM is open each Saturday. Next orientation is scheduled for June 22. Ultimately, Dorie and Eric would like to have additional members who are trained and can run an orientation. **ACTION:** Eric will work on a communication to members who may be interested. We need additional volunteer staff for the office. Currently, there is more Bare Bones office work that needs to be done than can be completed by current staffing. General discussion of office coverage and how a paid staff person will help with office work.

Job description for potential hire. **ACTION:** Each board member will work with current job descriptions and be ready for next board meeting with a realistic job description suggestions.

Office procedures manual – continues to be updated and is a work in progress.

Development Committee – **ACTION:** Eric will set up a date for a meeting

VSBR – **ACTION:** Eric to set up a meeting.

Conflict Resolution – meetings will continue with mediator with our goal being improved communication during meetings.

Strategic Plan – each board member will review current status. Is there an activity that board members feel very interested in and could lead that effort. Additionally, what are the one or two activities that each board member feels should be a priority.

Action items – discussion of newsletter, frequency and content. **ACTION:** Edisa to ask a member if she is interested in taking over the newsletter. **ACTION:**

For members paying via Pay Pal. General discussion on adding 3% convenience fee back to the member. We will discuss at a future meeting.

Because of summer vacation schedules, next meetings are scheduled for 10:30 July 11 and 5:30 August 2.