

DoES Directors' Agenda & Minutes

(Minutes recorded inline)

27th July 2022

Present: John, Jackie, Adrian, Caroline

Apologies: Laura

Chair: Jackie

Secretary: John

1. What's going well
 - Makefest, nice that members had their own tables as well as it showed the good things that come out of DoES
 - The space is getting busier, both in Room 29 and also on the Workshop side
 - Plenty of cake 🍰
2. What's of concern
 - Rising electricity costs
3. What *ongoing issues* do we need to pay attention to
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4. Financial Update
 - <https://github.com/DoESLiverpool/somebody-should/wiki/Financials202206>
 - Reasonable income but high materials cost this month, no rates payment made so did make a profit.
5. Promotion
 - Makefest presented us in a good light, people were really impressed by what was on offer. We've had visitors to Maker Night as a result.
 - Plastic Tactics have been at two events recently and DoES has had some exposure as a result, especially at the Mandela Week event.
 - Getting some good word-of-mouth promotion from the Liverpool Subreddit.
 - Adrian showed some people around from the Royal Hospital's Accelerator
6. Health and Safety
 - 333 items PAT tested
7. Diversity
 - <https://open-innovations.org/blog/2021-11-26-announcing-the-diversity-dashboard> has some useful info on data sources for city-wide stats, and categories that might be helpful for investigating.
8. Any Confidential Items
9. Actions from the previous meeting

- While in a pandemic most of these actions are delayed, we are checking through and picking the ones we can progress (but not worrying about increasing the “carried over” on ones we can’t) 🤔
- [ACTION] Adrian to get some Health and Safety signs made with Zarino (carried over 2 months) 🤔
- [ACTION] Jackie to continue to progress getting the Wall of Heroes done. 🤔
 - Jackie has progressed this, we’ve chased up people for their quotes.
- [ACTION] John to tell the community that they can have extra boxes (and that we’ll be charging for any extra boxes they’ve already got, from 1st April ~~March~~) (carried over 2 months) 🤔
- [ACTION] Adrian to get a cost-of-DoES poster up in the events space
 - <https://github.com/DoESLiverpool/somebody-should/issues/24> (carried over 2 month) 🤔
 - Snoof is looking into this and Adrian has identified a clip frame to put it in once it has been produced
- [ACTION] John to decide on who to use to contest rateable value and instruct them
 - They’ve measured the space but maintain that it is an office, John will reply and respond to their response.
- ~~○ [ACTION] Jackie and Adrian to follow up with community members about helping with Health & Safety – Adrian got Russ to agree to help with PAT testing~~
 - We’re happy that this is generally happening and no longer needs a specific entry
- [ACTION] - Credit unions - John to answer questions on guarantees, insurance cover, any differences between personal and business accounts. Also to ask Patrick Hurley and Beano, (maybe the community in general). Then to propose a figure to save.
- [ACTION] John to ask the community for ideas on diversity “We want DoES Liverpool to represent the diversity of Liverpool. We suspect that it doesn’t but the first step is to work out what our diversity is. How could we do this? Who would you consider a part of the community?”
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- [ACTION] John to have a discussion with Chris Huffee around diversity and how to glean information from any data we obtain.
- [ACTION] Adrian needs to document the process for how to get something PAT tested.
- [ACTION] John to talk to Sean about arranging a birthday party
- [ACTION] Jackie and Adrian to pick a date and arrange a future gazing session
 - Looks like it’s going to be Wednesday 10th August
- [ACTION] John to prepare blog post on how Boost Membership has been going
- [ACTION] Every six months we should run a Hack the Space on one non-Maker Day Saturday afternoon, and the following Wednesday evening

- ~~○ [ACTION] John to work out payment plan for the rates bill with the Council~~
- [ACTION] We should give a mug to each of the Boost Members so they can fill in what their epic doing is
- [ACTION] We're going to get some more mugs made (with a tweaked design) to use for promotions

10. Work out agenda items for next month from concerns raised above

11. AOB

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