

## 26 JULY 2011 BUSINESS MEETING MINUTES

The following DPRG officers and committee members were in attendance:

- Paul Bouchier, President
- Jason Henriksen, Vice-President
- Eric Chaney, Secretary
- Doug Emes, Treasurer
- Glenn Pipe, Librarian

**Issue:** Representation within the Dallas Makerspace and Issues to support the DPRG's interests in Dallas Makerspace.

**Discussion:** The DPRG has had limited input and control over the activities and organization of the DMS. The DPRG has not been given the due consideration to its interests. The DPRG has not been as involved as DPRG Board of directors would like.

The DPRG constitutes 10 percent of the DMS membership and 27 percent of the monthly dues, due to the monthly rent paid for use of the space for RBNO's and Saturday meetings.

Many new members of the DMS have not been introduced to the DPRG as an organization and are unfamiliar as to our activities.

**Conclusion:** The DPRG will have a stronger presence in the DMS by working with the DMS BOD. The DMS BOD will make a strong effort to include the DPRG in all the Dallas Makerspace events and to inform members about our involvement in the space and events we have to offer.

**Issues:** Lack of a physical presence within the DMS

**Discussion:** The DPRG is the only group that is paying an additional fee for access to the space. We do not have a room allocated for our use. The DPRG would like more input into the use of the space and recognition within the space.

**Conclusion:** The DPRG will sponsor and maintain the electronics room. This will include organization of the components and all equipment in this room. We will also have a bulletin board and calendar posted in the hallway of current and upcoming events.

### **DPRG Issues:**

There are still several DMS memberships that are being paid through the DPRG's PayPal account. We need to get a final cutoff date and get these accounts transferred to the DMS. The final date will be August 21st. Members will be contacted and put on the wall of shame if they do not transfer there accounts.

The DPRG website still needs to be revisited and a blog added. Steve is waiting for the board to approve logo/graphic designs.

### **Motions:**

The DPRG passed a motion to allow Doug Emes to buy \$25 dollars' worth of Train passes for use by our members at the RBNO's and Saturday meetings. This is a trail purchase to see if it encourages participation within the group. This motion was unanimously approved. The amount was latter changes to \$75 via E-mail discussion and approved by the board.

### **DMS Issues:**

The DPRG needs a new contract with the DMS for the use of space.

The DMS has started a microcontroller group that holds meetings on Wednesdays. The DPRG Board would like to open up a communication channel between the groups to see how we can assist each other with common interests.

Cali Louis of Geek Beat TV has approached the Dallas Makerspace about building a robot for use in her business. The DPRG BOD would like to assist in this project. The project involves a human sized greater robot and possibly a secondary lobster shaped robot for her company, [Lividlobster.com](http://Lividlobster.com).

As a paying entity within the DMS the DPRG has rights to first refusal when there are conflicting events and projects that are brought up within the space. This includes events related to robotics.

The components in the DMS electronics/robotics room are a shared resource for both the DPRG and the DMS, they are not to be sold or divided up without the explicit agreement of the DPRG BOD. The components cannot be sold with explicit agreement of the DPRG BOD. The components are to be used at no cost for member's projects. Members are not allowed to hoard components or take large amounts of components for use.

Any equipment that is owned by the DPRG must be kept in a locked room. This includes tables and chairs as well as any equipment.

#### **Events:**

Software Freedom Day is coming soon, Saturday, September 17th, The DMS and DPRG will be holding an event on this day.

RoboRama 2011b will be held the second week of November. (11-12-2011). The Event will be held at the museum of Nature and Science in Fair Park. The event will include line following, four square and RoboColumbus. There may be additional contests added for the event.

#### ***Eric Cheney***

DPRG secretary

## **28 JUNE 2011 BUSINESS MEETING MINUTES**

The following DPRG officers and committee members were in attendance:

- Paul Bouchier, President
- Jason Henriksen, Vice-President
- Eric Chaney, Secretary
- Doug Emes, Treasurer
- Glenn Pipe, Librarian

**Issue:** Dissolution of the Dallas Makerspace Steering Committee.

**Discussion:** The DMS has formed its own Board of Directors; this has made the steering committee obsolete.

**Conclusion:** Once the DMS has received its Non-Profit status, the DPRG will disband the Steering committee. In addition; The DPRG will also dissolve the DMS project and the DMS will officially be launched as an independent project. The current Hackerspace policy is unclear on this issue and will need to be revised. In addition the committee is not to be dissolved until all financial issues are resolved.

Until the DMS has its own non-profit, the DMS Board of directors can't issue receipts from donated items. The receipts can only be issued through the DPRG or the Steering Committee. The DPRG BOD has recognized Doug Emes and Peter Smith as the only people allowed to issue receipts.

**Issues:** Communication between the DPRG and DMS Boards

**Discussion:** The DMS BOD has failed to communicate meeting times and issues that affect the DPRG as an entity within the Dallas Makerspace. With the election of a DMS BOD, there is little interaction between the steering committee and the DMS Board of Directors (BOD). Glenn Pipe is currently a member on both the DPRG and DMS Boards.

**Conclusion:** The DMS and the DPRG need to build strong communication channels and establish reasonable consideration when planning DMS events and issues. The DPRG will appoint a liaison to facilitate face to face communications between the DPRG and the DMS Boards. Doug Paradis has agreed to attend the DMS board Meetings. The DMS Board is encouraged to send its own representative to attend the DPRG BOD meetings. Peter Smith is the current liaison to the DPRG as recognized by the DPRG BOD.

The DPRG requests that they be informed of DMS BOD Meetings in a timely manner. And request that we have more formal updates and are kept informed of issues that affect the space and the DPRG.

#### **Motions:**

A motion was passed to transfer \$6000.00 from the DPRG to the DMS. This amount is approved prior to the final distribution of shared funds within the DPRG's account. The motion was unanimously approved.

A motion was passed to allow Peter Smith to have the authority to issue tax deductible receipts for the DMS and DPRG. The motion was unanimously approved.

A motion was passed to allow Glenn Pipe to spend 200 dollars on the DPRG's summer BBQ. The event was held the second week in July. The motion was unanimously approved.

A motion was passes to allow all minors of a family to qualify for membership with a 1 (one) paid membership. These minors will be considered as honorary members. The motion was unanimously approved.

#### **DPRG Issues:**

The TEDxSMU project has received all of its money and distributed the funds to the interested parties. The DPRG has allocated 1500 for the purchase of equipment. These funds will be allocated by the event organizer, Alan Hatch.

The server hosting the DPRG website experienced a crash; this has delayed the redesign of the website. We need to follow up with a new design, similar to the DMS blog style entries. As well as being able to track members' dues and follow up with members that let their membership dues expire.

Our current contract with Vex Robotics is set to expire in January. We will need to contact Vex for a new sponsorship.

#### **Events:**

Software Freedom Day is coming soon, Saturday, September 17th, The DMS and DPRG will be holding an event on this day.

RoboRama 2011b will be held the second week of November. (11-12-2001). The Event will be held at the museum of Nature and Science in Fair Park. The event will include line following, four square and RoboColumbus. There may be additional contests added for the event.

***Eric Cheney***  
DPRG secretary

## **29 APRIL 2011 BUSINESS MEETING MINUTES**

Location: Dallas Makerspace, 11020 Audelia Road, Suite C103, Dallas, TX 75243

The following DPRG officers and committee members were in attendance:

- Paul Bouchier, President
- Eric Chaney, Secretary
- Doug Emes, Treasurer (via teleconference)
- Glenn Pipe, Librarian
- Steve Rainwater, Makerspace steering committee

#### **Equipment donations**

The Dallas Personal Robotics Group has received two CNC machines donated by Jose Quinones. The equipment is to be donated for use by the Dallas Makerspace and they will be responsible for the installation and upkeep of the equipment.

There are currently two paths we could follow to get the metal CNC up and running. We can purchase the proprietary interface card from the vendor and use their software or swap out the controllers and the motors. This is currently under discussion.

## Calendar

The calendar for the clubs events is currently being assembled and will be posted when available. Steve Rainwater is putting the list together.

## Website

The DPRG's website is currently being redesigned and we will have a new logo and new blog style layout.

## Spending Limit

The bylaws currently limit how much the club can spend on non-recurring expenses. The established amount was seventy-five dollars \$.75.00. The DPRG will have a vote to increase this amount to two hundred dollars 200.00 dollars

As authorized by the recent bylaws changes, there will be an electronic vote on the matter, this proposed motion below will be discussed at the next DPRG monthly meeting on April 9, and then a motion to be voted on will be sent out after the meeting.

## Proposed motion

The Board of Directors may authorize payment for non-recurring expenses or purchases up to \$200 without vote by the members, as allowed by DPRG bylaws section 9.3.

The board unanimously approved this for a vote.

## Dallas Makerspace Updates

The board is requesting to have monthly updates from the Dallas Makerspace Steering Committee.

## Upcoming events

- **04-09-2011: DPRG Saturday Meeting**

Doug Paradis will present "How to use KiCAD, an open source schematic capture and PCB layout program".

This is the third part of the series "How to build stuff that involves FW, electronics, and mechanics" using cheap or free tools & techniques. The meeting is open to all.

- **06-14-2011 Roborama 2011a**

The rules for Roborama 2011a, which takes place Saturday May 14, at a TBD location, have been posted here: <http://tinyurl.com/Roborama2011a>

## ***Eric Cheney***

DPRG secretary

## **24 FEBRUARY 2011 BUSINESS MEETING MINUTES**

Location: Dallas Makerspace, 11020 Audelia Road, Suite C103, Dallas, TX 75243

The following DPRG officers and committee members were in attendance:

- Paul Bouchier, President
- Jason Henriksen, Vice president
- Eric Chaney, Secretary
- Doug Emes, Treasurer
- Glenn Pipe, Librarian
- Peter Smith, Makerspace steering committee chair

- Steve Rainwater, Makerspace steering committee
- Alan Hatchet, Dallas Makerspace TEDxSMU project manager

### Dallas Makerspace Business

The Dallas Makerspace presented a Virtual Canvas interactive exhibit at the TEDxSMU on October 15th, 2010. The Communities Foundation of Texas reimbursed the cost for the exhibit.

Additional information is available here:

[http://dallasmakerspace.org/wiki/TEDxSMU\\_2010](http://dallasmakerspace.org/wiki/TEDxSMU_2010)

**Objective:** To close out the TEDxSMU project and finalize any outstanding financial obligations.

**Scope of Discussion:** To limit the discussion to matters that is the authority and control of the DPRG. This includes proper accountability, liability, intellectual property (IP) and contracts. Issues that are out of scope would include anything that was at the project level. These issues are handled at the discretion of the project manager Alan Hatchet.

**Project Manager:** Alan Hatchet is the project manager and was given control over the administration and build of the Virtual Canvas project for TEDxSMU. Alan was approved as the project manager by a previous vote from the DPRG and the Dallas Makerspace steering committee.

**Motion:** A motion was passed to reaffirm that Alan Hatchet has the authority to distribute funds in the manner in which he sees fit as project manager. The DPRG will not dictate the terms of the distribution of the remaining funds. This motion was passed with 3 approved and 1 against.

**Project Invoices and Expenses:** Two Invoices were submitted for repayment on August 22,2010 for the amount of \$2316.00 and on September 22, 2010 the amount of \$1508.00, for a total of \$3824.00. \$2500.00 of these invoices were allocated for the cost of software programming. Our actual costs were 2413.27 cents for supplies. The remaining balance of 1310.73 is to be spent to cover programming expenses and will be distributes to the programmers that worked on the project by the project manager.

**Motion:** A motion was passed that the Project Manager should have the responsibility for spending the remaining funds received from 'The Communities Foundation of Texas' or TEDxSMU, and to direct the treasurer to disperse those funds. 3 approved the measure, 1 opposed.

The DPRG did not receive a written contract from 'The Communities Foundation of Texas' or TEDxSMU. The DPRG has signed and deposited the financial reimbursements. These reimbursements affirmed our verbal agreements. All agreements have been fulfilled. The DPRG and the Dallas Makerspace do not have any further obligations or further link between the 'The Communities Foundation of Texas' and TEDxSMU.

**Motion:** A motion was passed to affirm that the DPRG is not under contract from 'The Communities Foundation of Texas' or TEDxSMU. This motion was passed unanimously.

The DPRG and the Dallas Makerspace has received a \$1500.00 honorarium for the completion of the TEDxSMU installation. The project manager will have input to how this money is spent. The DPRG officers and Dallas Makerspace steering committee will have to approve spending of these funds.

**Motion:** A motion was passed to instruct the treasurer to disperse honorarium funds based on the final decision from the Dallas Makerspace steering committee. Motion passes unanimously.

**Intellectual Property:** As part of our involvement with the TEDxSMU installation the DPRG and Dallas Makerspace has written software that has been made publicly available. The software was released under the GPL.

There is additional discussion that will be resolved by the project manager as to which attribution and license the program code will release or remain under. Any contested coding will be removed from the code repository and license changes made as required.

**Motion:** A motion passes that we post the code that was have the Intellectual Property rights to and then have the code that is contested be removed. In addition, any code that is contested will be removed on a file basis and not line by line.

### Dallas Personal Robotics Club Business

**Mailing Lists:** The DPRG will be setting up a new mailing list that will be open to the public. The details of the mailing list will be for official communications and add a level of transparency to the clubs internal activities. Details will be released at a later time when the software has been configured.

**Website:** The DPRG web site is going to have an overhaul. This will be similar to the Dallas Makerspace blog style and allow the DPRG to better communicate the activities and events available. In addition we need to setup our calendar software to automatically update all Facebook and Twitter feeds.

We also would like to have a new design for the website and logo made. This logo will be included on all brochures and clothing made for the DPRG.

**Dues:** The yearly fee to join the Dallas Personal Robotics Group has been raised from \$20.00 to \$40.00 dollars a year, per a unanimous vote by the DPRG board of directors. This fee will be a revolving fee that will renew after one (1) year. All current members will not have to renew their membership until their current membership expires.

We will be making a concerted attempt to contact previous members that have let their membership expire and verify the contact information we have on file is current. As well as keep in our database all previous members.

### **Upcoming Events**

**National Robotics Week** is April 11th to 18th. The DPRG will hold an event; the details have not yet been determined. Doug Emes will handle the promotion for the event.

**Roborama2011a:** our first robotics competition of the year will be held the second Saturday on May 14th 2011. The contest will be held at 12:00 Noon at the Dallas Museum of Art. 1717 North Harwood Street, Dallas, TX 75201 (214) 922-1200.

There is some discussion on how we are going to run this year's event. Including running the events back to back for each round. This would entail running the first round of one event and then starting the next event between the rounds. Additional judges will be needed to assist with the different events.

Awards and prizes to the participants have yet to be determined.

The events for the competition have not yet been determined. Some of the previous events will return such as line following, four square, and tabletop. Some additional ideas for events include outdoor / indoor navigation, sumo wrestling, beacon navigation and obstacle avoidance.

If you wish to participate in Roborama you will either need to be a current member of the DPRG or pay a 10-dollar entry fee. All funds raised will go to support the DPRG.

***Eric Cheney***  
DPRG secretary