January 30, 2025

Attendees: Thea, Alicia, Lee, Kat, Tobi, David, Nadya, Wendy. Michael, Kunvar

1. Opening business (Thea)
    a. Approve minutes from November 8th 🗳️
        i. Seconded by: Wendy
    b. Ratify email vote to hire Laura Rivet as Community Coordinator 🗳️
        i. Seconded by: Wendy

2. Summit Update (Lee)
    a. 160 submissions, more than double our last record.
    b. Sent out confirmations for day 1 talks
    c. Waiting for confirmation on available space for day 2
    d. 3 tracks of workshops, 2 tracks of panels
    e. Badges are being done by community member - e-textile badge

3. Officers (Alicia)
    a. President: Thea
    b. VP: Kat
    c. Treasurer: Michael
    d. Secretary: Andy
    e. Uncontested
    f. Brought to vote by Thea, seconded by Wendy, passed.

4. Budget Review (Alicia)
    a. Expected spending this year

5. Adjournment (Thea)
    a. Seconded by: Kat

Meeting adjourned at 12:42 PM

March 20, 2025

Attendees: Thea, Kat, Andy, Alicia, Michael, Lee, Tobi, Kunvar, Nayda

1. Opening business (Thea)
    a. Approve minutes from January 30th 🗳️
        i. Seconded by: andy lee michael
        ii. no oppose

2. Summit Update (Lee)

stuff going well. Got day 2 venue for free! yay! tables both days. record num submissions. badge is textile. provided free. embroidered badge. need to get tix out. doing on-par level of getting tix. Trying to get sponsors, only got 20k out of 60k goal.

Budget had already been trimmed down. no keynote, less swag.

They are selling some swag items like t-shirts and such.
every two weeks there's a community meeting. Nice to have comm members involved and get volunteers this way

3. Treasury updates (Michael / Alicia)*

formalize structure of budget. aim for a monthly thing to give updates while still having once a year thing.

4. New website (Thea)

Go experience it! https://oshwa.org/

5. Draft IRB to collect general feelings, not direct edits (Alicia)

can take other IRBs for comparison

6. New, non-monetary student fellowship award (Alicia)

7. Board member news (All)

kat doing 16 google summer of code things!

Thea is working making open source pick and place machines!

Andy doing Mothbox stuff - if anyone knows a KiCAD person who wants to help us design the PCB, let andy know!

8. Action items (Thea)
    a. None

9. Adjournment (Thea)
    a. Seconded by:Andy nadya

Meeting adjourned at 11:49AM ET

May 14, 2025

Attendees: Thea, Lee, Kat, Alicia, Wendy, Nadya, Kunvar

1. Opening business (Thea)
    a. Approve minutes from March 20th 🗳️
        i. Seconded by Nadya, no oppose
    b. Ratify email vote on personnel change 🗳️
        i. Seconded by Nadya. no oppose

2. Vote on $7K budget for student fellowship 🗳️
    a. Second from Kat
    b. Question about allocating this money when the summit sponsorships are low.
    c. Deferring until after the summit.

3. Summit Update (Lee)

4. Executive Update (Alicia)

5. Adjournment (Thea)
    a. Seconded by Kat

Meeting adjourned at 11:42 AM ET

August 5, 2025

Attendees: Andy, Lee, Alicia, Kat, Thea, Michael, Wendy, Tobi

1. Opening business (Thea)
    a. Approve minutes from May 14th 🗳️

2. 2025 summit financials (Lee)
    Budget $53k, spent $40k
3. Open Healthware update (Alicia, Lee)

4. Open Hardware Month

5. Executive update (Alicia)

6. Ex-officio board member specifically for open healthware (Alicia)

7. Vote on $7K budget for Sid to run a student fellowship 🗳️
    a. Deferred in last board meeting pending review of summit financials.

8. Action items (Thea)
    a. Vote on adding Ex-officio board member slot
    b. Compensation committee for Summit Chair
    c.

9. Adjournment (Thea)

Meeting adjourned at 11:59 ET

October 2, 2025

Attendees:

1. Opening business (Thea)
    a. Approve minutes from August 5th 🗳️

2. Healthware Chair position with board voting rights (Thea)
    a. Analogous to Summit Chair - this is an appointed position that serves as an ex officio member of the board of directors.
    b. Vote to amend bylaws, modifying **Section 6**:
        i. **Remove**: “In addition, the persons holding the positions of President and Summit Chair shall serve as an ex officio Directors during the term of their service in those positions and shall have full voting rights.”
        ii. **Add:** “In addition, the persons holding the positions of President, Summit Chair, and Healthware Chair shall serve as ex officio Directors during the term of their service in those positions and shall have full voting rights.”
    c. Deferred, will revisit with more details from Alicia.

3. Open Hardware Month
    a. 12-hour Share-a-thon with member drive
    b. Member meeting
    c. Various events

4. Executive update (Alicia)
    a. NSF Year 1

5. Action items (Thea)

6. Adjournment (Thea)

Meeting adjourned at 12:56

December 4, 2025

Attendees:
Joel Murphy
Lee Wilkins
Thea Flowers
Oluwatobi Oyinlola
Alicia Seidle
Timon Skerutsch
Michael Weinberg
Andy Quitmeyer
Nadya Peek

1. Opening business (Thea)
    a. Approve minutes from October 2nd 🗳️
    b. Ratify member votes for the new board of directors 🗳️
        i. Returning: Kat, Nadya, Wendy
        ii. Incoming: Timon
        iii. Leaving: Andy
    c. Reminder for officer nominations: President, Vice President, Secretary, Treasurer

2. Healthware Chair vote (Thea)
    a. Vote to amend bylaws, modifying **Section 6**:
        i. **Remove**: “In addition, the persons holding the positions of President and Summit Chair shall serve as an ex officio Directors during the term of their service in those positions and shall have full voting rights.”
        ii. **Add:** “In addition, the persons holding the positions of President, Summit Chair, and Healthware Chair shall serve as ex officio Directors during the term of their service in those positions and shall have full voting rights.”
    b. Not enough votes to pass, deferred.

3. Open Hardware Month
4. Summit
5. Open Source Academy Knowledge Partnership (Nadya)

6. Executive update (Alicia)

    a. USPTO Comment

7. Adjournment (Thea)
    a. we missed several topics, will pick up in jan

Meeting adjourned at 12:58 ET