

Swansea Hackspace Annual General Meeting 2023

Swansea Hackspace, 21-22 Park Street, Swansea, SA1 3DJ.

2023-10-18, 19:00

Present: Alice Mitchell [AM], Melissa Wheeler [MW], Thomas Lake [TL], Peter Barnes [PB], Osian Smith [OS], Tim Clark [TC], Liz Diffley [LD], Andy Rush [AR], Kristian Brooks [KB], Neil Jones [NJ], Sophia Komninou [SK], Brittney Murphy [BM]

Apologies: None Received

1. Minutes of last AGM and matters arising

Accepted - Proposed: AR, Seconded: LD

2. Financial Summary

Accounts as filed for 2021/22

£13460 income (of which £9500 was ringfenced grant spending), Outgoings £7280

The lottery grant covered lighting, heating, new consumer units, rent and the new fire alarm.

Current monthly deficit stands at £80 - £100 pcm, which needs to be closed.

We currently have 32 paying members.

3. Election of Directors, by Poll

Carried out by secret ballot. One proxy vote.

Elizabeth Diffley [10 for, 1 against, 0 abstentions]

Melissa Wheeler [10 for, 0 against, 1 abstention]

4. Advertising and Fund Raising

4.1. Grant Applications

The Hackspace had unsuccessfully applied to the council for the Men's Shed grants. The feedback was limited, but did suggest that we need to speak to the Men's Shed organisation in addition to the grant fund being significantly oversubscribed.

It was suggested that we should follow up with the council to source any similar funding sources

It was then felt relevant to discuss the following sections out of order.

6.1. Report on works to date

Using the lottery funds to date, the electrical supply for the ground, first and second floors have been upgraded. This was a prerequisite to the installation of the fire alarm system, which has also taken place.

Lighting on the first floor has been upgraded,

Access control systems have been designed and implemented for the shutter and the downstairs access door, with the hydraulic closer on the downstairs door also replaced.

The shutter controller also had to be replaced due to an age-related failure, with costs split between the Hackspace and the Landlords.

6.2. Next stages of refurbishment plans

The second floor remains a work-in-progress, but the unused rooms have been secured out of use with access limited to the directors.

The attic and downstairs ground floor area remain off our lease, and signage will be improved.

The remaining obstacles for opening are to document our induction requirements and for the last few items of health and safety documentation to be completed to ensure we're compliant with our insurance and general H+S requirements.

4.1. Grant applications continued

Discussion held regarding work required for the second floor, and upcoming changes for the Awards for all Wales (National Lottery) grants.

Any grant application needs to clearly identify a goal, such as offering additional services, workshops etc. Creating a workshop space on the second floor and associated ancillary works should be possible.

A brief discussion also took place with regards to the option of business sponsorship and funding.

4.2. Fundraising events

Some discussion about the funding shortfall and what could be done in the case of lack of lottery funding.

While previously we had tried not to encourage people to pay more, the consensus was that a polite ask and general notice about the funding shortfall is worthwhile.

This can take place alongside the new/wider opening. We should also consider a press release and wider publicity alongside that, even though it is access for membership. We should also take advantage of Swansea BID and 4theRegion for publicity.

We could tie the opening into the 10th anniversary of the Hackspace's legal existence.

Some discussion about bookmarks and flyers. Historically this hasn't resulted in many/any new memberships, but they were useful to handout as a reminder of the website etc. for people to follow up.

5. Workshops and Events

5.1. Suggested workshops

Seasonal themed workshops were suggested. Bath bombs and hand warmers making workshops were also suggested.

There was also some discussion about additional designated open nights (such as a radio and electronics night), but also some discussion about the benefits of committing to a routine long term routine versus a fixed duration course.

Communication was also discussed, particularly with regards to emails going to spam. Discord was also discussed, but with the point made that announcements and events should be communicated across multiple channels and not just be confined to a single closed service.

A general arts and sketching workshop was also suggested, as well as re-instating many other previous workshops.

6. Refurbishment

6.1. Report on works to date

Discussed above under 4.1

6.2. Next stages of refurbishment plans

Discussed above under 4.1

7. Longer term plans

This as mostly been discussed under previous agenda items.

We need more promotional items and displays for the windows, which will hopefully be displayed more often while the space is being more used.

8. Any other business

None

Meeting closed 20:43