



AgX Meeting  
Sunday, June 14, 2015  
Handcranked Productions

Present:

Brittany Gravely  
Corrin Barnes  
Douglas Urbank  
Matthew McWilliams  
Mike Piso

Robert Todd  
Stefan Grabowski

Bryan Papciak (at beginning and end)

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### Agenda

ICA Event  
Budget & Finance Update  
Lab & Operations

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### ICA EVENT

The ICA event as part of Ricardo De Lima's Foster Prize show is scheduled for July 11 at noon. Stefan would like to try to get the time changed to later in the day. There will be two expanded cinema performances: The Magical Approach (Brittany Gravely and Ken Linehan) will do a 12 minute performance and Paul Clipson will do a 50 minute performance with local artist, Brendan Murray, providing live sound accompaniment.

### BUDGET & FINANCE UPDATE

#### Balagan/Seven Arts Merger

The merger of Balagan Films with Seven Arts is complete and Balagan now has non-profit status. That status has a number of benefits, including freedom from certain tax filings if the level of financial activity of the organization falls below a certain minimum. AgX will also be able to accept charitable donations, which can include film equipment.

Jeff and Stefan established bank accounts for Balagan and AgX. Currently both are Balagan accounts, but Balagan will establish a "doing business as" (dba) for AgX so that banking transactions and checks can be to and from AgX. There is a \$35 charge to do that.

### Rent of Handcranked Productions Facility

Matt announced that AgX is now renting the Handcranked Productions space at 144 Moody Street through a 6 month tenancy at will, effective June 1. At the end of that period the landlord want to establish a 5 year lease, but Matt thinks that will be negotiable. An “anonymous” AgX member has covered the first month’s rent of \$1,738 and will need to be paid back promptly, however the vehicle for payments has to be worked out.

The group tried to reconstruct the list of members who agreed by a show of hands to invest \$200, or the equivalent of 3 months’ rent, up front (enough members to cover the first month’s rent). That list includes Matt McWilliams, Rob Todd, Mike Piso, Brittany Gravely, Pam Larson, Ernesto Livon-Grosman, Jeff Silva, and Doug Urbank. There may be others able and willing to invest \$200 up front, however AgX depends on several members paying approximately \$66.66 monthly until a clear monthly membership fee is determined.

The group discussed options for members to be able to make payments to cover rent, including PayPal, direct bank transfer via ACH, and various other apps. More research is needed. The checking account signers (who now include, in addition to Jeff and Stefan, Matt McWilliams, Rob Todd and Doug Urbank) will schedule a meeting with Eastern Bank to seek advice on a method of payment. Stefan suggests getting dba established first so that members can pay AgX rather than a Balagan account. In the meantime the group will look into a method for those who have agreed to pay \$200 up front to be able to do that via ACH.

**AgX members should prepare to begin making payments promptly once the method is determined.**

### Membership Dues Accounting and In-Kind “Donations” of Work

The group discussed the importance of tracking member payments and how to handle in-kind donations of time. There is a need to determine which activities would qualify for membership dues reduction vs. volunteer efforts, which AgX needs to be able to rely on. These important issues need to be worked out. There was consensus that teaching a workshop was an example of a task meriting compensation. Doug raised the concern that certain membership dues reductions might more correctly be considered payments and conceivably require an IRS 1099 form.

The former Handcranked tenants will apparently be in the space quite a lot and that may eliminate the need for “gallery sitting” to some extent. There was discussion about the need for lab monitoring which will require lab expertise. Rob suggested possibly setting lab hours. Rob also stated that the lab construction should be compensated.

Matt suggested other activities requiring a payment vehicle, including bulk ordering of film and the possibility of selling film to non-members.

Jeff had a Skype conference with Brian Frye, a filmmaker and attorney, who advised him, among other things, that Balagan is such a small organization that it won't need to file tax returns. Rob suggested Quicken or TurboTax as systems which could also generate 1099s if needed. Stefan will talk with Susanne Bolle of Non-Event who has been helpful with advice on running a non-profit organization. Rob suggests pursuing MCC development grant.

### Outreach & Website Issues

The group discussed developing a separate communication stream for members who need information about dues vs. basic information of interest to non-members such as a workshop schedule. Once the website is established, a member log-in would be helpful. A message board would be helpful for information such as workshop and lab schedules, bulk film ordering, etc.

Matt has credits for free domain names and web hosting that he will donate to AgX. The domain name agxfilm.org is available and Matt will reserve that. (AgX.org was not available).

Stefan reported that Bryan mentioned that he would like to sublet his apartment above AgX facilities to AgX member or possibly use it for filmmaker residencies. This should be explored further. Stefan believes the rent is in the \$1100-\$1500 range.

Julie Burros (City of Boston Chief of Arts and Culture) has not responded to two email attempts to schedule a meeting. The word is that she is inundated with emails and requests. Doug will try calling.

### Lab Build-Out

Approximately \$2,000 needs to be raised to cover lab build-out. The group discussed a Kickstarter campaign to raise those funds. Based on her knowledge of the Harvard Film Archive community, Brittany thinks there a number of individuals who are not filmmakers but are committed to supporting film as a medium, who would be likely contributors. As Kickstarter funding would delay construction some "anonymous" group members agreed to pre-fund construction and be repaid. It looks like we have everything but the raw building materials. Rob suggests week of June 22 for construction.

Kevin Rice informed Stefan that Process Reversal will discuss donation of equipment and materials at their upcoming board meeting. That will likely include sound cameras, contact printer, possibly flat bed editor and miscellaneous lab equipment.

Stefan mentioned that [L'Etna](#) lab uses lomo spirals with buckets rather than the tanks, which is simpler and more efficient. Brittany visited [L'Abominable](#) during her recent European trip and that they have 100' lomo spirals.

### Review of Donated Equipment and Handcranked Equipment Loan

The group reviewed the film equipment Bryan is leaving for AgX as well as other donated equipment. Bryan suggests marking Handcranked equipment with an "H" so that it can be distinguished from other equipment. It was agreed that all equipment should be cataloged. He is leaving June 15 for Detroit until the fall, when he'll be back to teach at both MassArt and RISD.

#### NEXT MEETING

To be determined. The group did not set a date for the next meeting.

End of Meeting Notes  
Notes by Douglas Urbank

WORKING GROUP SIGNUP

Exhibitions & Screenings

Anto Astudillo  
Carmine Grimaldi  
Ernesto Livon-Grosman  
Kathryn Ramey  
Susan DeLeo  
Valery Lyman

Planning & Administration

Brittany Gravely  
Corrin Barnes  
Douglas Urbank  
Ernesto Livon-Grosman  
Gen Carmel  
Mike Piso  
Anto Astudillo

Budget & Finance

Christina Hunt  
Ethan Berry  
Gen Carmel  
Libbie Cohn  
Matthew McWilliams  
Mike Piso  
Robert Todd

Lab & Operations

Christina Hunt  
Ethan Berry  
Frank Aveni  
Kathryn Ramey  
Laura Ryan  
Mike Piso  
Nic Brynolfson  
Nicholas Bunch

Outreach & Website

Anto Astudillo  
Brittany Gravely  
Corrin Barnes  
Frank Aveni  
Matthew McWilliams  
Nicholas Bunch