

Invitation to the second general members meeting of the International Fab Lab Association during Fab8, Wellington (New Zealand), 22-28 August 2012

August 8th, 2012 – board@fablabinternational.org – www.fablabinternational.org

Dear Members of the International Fab Lab Association,

Fab Labs are all about sharing knowledge, making things, solving problems, building communities and having fun! We invite you all to continue that experience at the Fab 8 annual conference which takes place in Wellington, New Zealand, from 22-28 August 2012. We need your knowledge to solve the communities problems and build a better Fab Lab network. Join us at Fab 8 – we have work we need to do and you are key to our success. Read through the following set of intentions and goals for our time together. Please come and join us — become a member of the International Fab Lab Association!

During Fab8, the second annual general members meeting of the International Fab Lab Association will take place. The meeting will be split into two sessions. Provisions will be made for e-voting and e-participating by the members who cannot be present in Wellington. With this letter we formally invite you to participate.

Please, note that two board members will leave the board. We will have two vacancies to fulfill!

General meeting

During the FAB8 conference, the second annual general members meeting of the International Fab Lab Association will take place.

On the 4th of July 2011, the International Fab Lab Association was established. It is an association with members, a Board, etc. As it is a democratic organization ruled by its members, it organizes at least once a year a general members meeting. Our first annual general meeting took place during Fab7 in Lima (Peru). Our second one is going to happen during Fab8 in Wellington (New Zealand).

With this message, the Board of the International Fab Lab Association invites you to attend its second annual general members meeting:

Place: Fab8 Conference, Wellington, New Zealand, exact locations to be announced.

Dates and times:

- **Session-1: Friday, 24th of August 2012, 16:00 - 17:30 NZST, physical session**
- **Electronic voting: Saturday, 25th and Sunday, 26th of August 2012, all day NZST**
- **Session-2: Tuesday, 28th of August 2012, morning, about 15', NZST, physical session**

The Board of the International Fab Lab Association also will contribute to open discussion sessions on related topics on Wednesday 22nd and Thursday 23rd.

Agenda

The Board has prepared the following agenda:

Friday, 24th of August 2012, 16:00-17:30 NZST, physical session: Session-1

- Opening the meeting and especially welcome to new members
- How far have we come during the last year? (incl. minutes first meeting, annual report 2011, financial report 2011, current affairs 2012)
- Update of the Fab Charter, the rite-de-passage and the common set of tools and processes (this might imply adopting the Bylaws; a draft text will be published five days in advance)
- What do we want to accomplish during the coming year? (incl. policy plan, budget 2013, membership fee)
- Running the association (Election of Board members, Audit Committee)
- Motions

Saturday, 25th and Sunday 26th of August 2012, full day NZST: E-voting

- E-voting

Tuesday, 28 of August 2011, morning, physical session: Session-2

- Outcomes of the e-voting process
- Reports and Queries
- Concluding of the meeting

More information

The members will decide on the intended activities of the association in 2013. This will be written down in a policy plan and related budget. The Board will have to orchestrate the implementation of this plan.

We have prepared an update of the Fab Charter, Rite-de-Passage and Common set of tools and processes. As these are part of our Bylaws, updating them requires a formal change of the bylaws. We will publish a concrete proposal later.

Two (out of seven) board members will resign, i.e. Pieter van der Hijden en Hiroya Tanaka. Therefore, two vacancies have to be fulfilled for a new 3 year period.

Every member of the association may candidate him/her self before or during session-1. If you think you can contribute and have some time (about one day a month), please, consider to candidate yourself! And feel free to contact the current board members for more information.

We also need an Audit Committee of two members or more. They will check our financial affairs and report directly to the next annual meeting.

Later, we will send more details on the various agenda issues to you. We hope to see you and hear you all, either personally in Wellington or virtually via the means of communication provided.

Best Regards,

Board of the International Fab Lab Association,

- Chairperson: Pieter van der Hijden (pvdh@sofos.nl),
- External and Internal Relations: Axel Sylvester, Hiroya Tanaka (axel_association@fablab-hamburg.org, htanaka@sfc.keio.ac.jp),
- Innovation (new products and services): Alex Schaub (alex@waag.org),
- Liaison CBA and FABn: Sherry Lassiter (sherry.lassiter@cba.mit.edu),
- Registrar (Fab Charter, Rite-de-passage, List): Lindi Mophuti, (lindi.mphuthi@gmail.com),
- General Secretary: Peter Troxler (trox@fabfolk.com),
- Treasurer: Betty Barrett (bb1@illinois.edu).