



Members Meeting Minutes

04 March 2021

6:00

I. Called To Order Time

6:10

II. In Attendance:

Kye Rankin, Olivia McKay, Dave Holley, Sue Adams, Jyelle Vogel, Nicholas Adams, Beth Scott

IV. Approval of Minutes 04 February 2021

V. Reports

1. Chair

Thank you everyone for your contributions. Kamloops Makerspace is run by its members and cannot be successful without everyone's contributions.

2. Treasurer

The majority of payments have moved to paypal, this has been a huge help.

Currently we have around 40 members.

Reimbursal cheque was received from NuTech Fire and Safety.

Rent and utilities are around \$3000 per month.

Prompt to pay is not always showing up.

Members register not correct - Nicholas to fix

VI. Old Business

1. Floor cleaning schedule

- More people need to start cleaning the floors
- Floors have been bad recently
- Small red mop and bucket available in mudroom for quick cleaning
- New cleaner has been purchased, use very little
- Mop heads to be cleaned monthly

2. Makerspace 101

- Live now
- Mandatory for all members
- May be updated yearly

3. Maker Monday

- Started beginning of February
- Hit list and sign up form left out
- Sign up on website
- Pizza Pi donated \$5 gift certificates for participants
- Need more buy in
- Thank you to Darcy and Bailey

4. Major inventory Stocking

- Paper towel dispensers in every room
- Dispensers need to be installed in Kiln and Hack Room
- New soap dispensers
- Hand sanitiser in each room
- Cleaning solution in each room
- Members can restock rooms based on inventory sheets
- Sign out supplies from mud room closet
- Do not take supplies for personal use
- Thank you to Cleanway Supply

5. Educational Videos

- Club Express E-Learning module is live
- Makerspace 101 has been launched
 - May add "How to Sweep" by Tom Sachs
- Laser 101 upcoming
- Future videos include:
 - VersaCamm 101
 - Woodshop Tools 101
 - CNC Router 101
 - Vinyl Cutter 101
 - CNC Mill 101
 - Lathe 101
- Courses mandatory for all members who use applicable tools
- 3 Month grace period for existing users

6. Forum

- February Activity
 - 32 Threads + 110 Posts
 - Up from last month
- Remind people that they do not need a Makerspace membership to use forum
- Facebook post to be made by Kyle outlining how to sign up for forum membership

7. Building Maintenance / Cleaning

- Exterior building lighting
 - Nicholas to forward a material list to landlord
- Garbage / Recycling
 - “Bring a bag home” will be promoted
 - Nicholas to add signage
 - Forum post to be made
 - Add to Maker News
 - Under stairs garbage has been removed
 - Thank you to Darcy and Masa
 - Under stairs garbage shed to be built
 - Forum post has been made
 - Decided not to create a formal garbage removal schedule
 - Cigarette butts are getting bad
 - Designate a smoking area away from doors
 - Install an ashtray
 - Signage
 - Make a forum post
- Front Door Use
 - Items need to be removed from entrance area
 - Sue to reach out to former member about taking the Kiln
 - Door strikes are there and John will install as time permits
 - Paging system may be purchased and installed in future
 - Add plastic on gate to prevent reaching around
 - Nicholas to check to make sure chain is not on gate
- Material Storage
 - Storage guideline brought forward as per 04 Feb 2021 Notice of Motion
 - Kyle moved to adopt the guideline as presented
 - Nicholas seconded
 - All in favor (passed)
 - Nicholas to add “no hack” stickers to Clayspace hallway

- Color coding for storage areas being rolled out
 - Started in woodshop
 - Includes signage
 - Discussion around accessibility
 - Concerns around color blindness
 - Proposed shapes and map signage
 - Decision to wait until roll out has been done to address accessibility as to not slow the project
 - Red for “No Hack”
 - Yellow for mixed
 - Green for “Hackable”
 - Blue for Makerspace supplies
 - Orange for Consumables
- Forum post made to discuss storage
- Kyle motioned to remove cubbies in laser hall
 - Jyelle seconded
 - All in favor (passed)
 - Nicholas to put up signage and make a forum/FB post
 - 1 month to remove items
 - Laser stock storage to be added
- Woodshop
 - Need to install a level indicator on dust collector
 - Forum post to be made
 - There is significant new signage
 - Members need to sweep the whole room
 - Recommended that we mark the floor with no storage areas
- Fab Shop
 - There is a list of projects to be done on the forum
 - Thank you to Darcy for removing garbage
 - Looking to get small parts storage
- Events
 - Some small orientation classes continue
 - Some members have been doing online classes
 - Need for improved internet connection
 - Hack Night has limited buy in, however, will continue
 - Kids camps, online possible but not a priority at this time
- Society / Admin
 - Direction of board - Vision with / without Covid
 - Going to focus on Covid as we are likely to be affected by it for the next year
 - Board to create a strategic plan
 - Will engage members
 - Potentially through a survey
 - Membership dues - Club express problems
 - Online payments preferred
 - Membership expiry dates to be reviewed
 - Looking into reported problems

- Diversity
 - Will be a key aspect of strategic plan
- Room Reservations
 - Inability to book 2 spaces simultaneously and inability to cancel bookings during the time block are software restrictions
 - Not looking to solve due to booking system being temporary
 - If a future booking system did exist it may be good to have bookable blocks off peak hours as well as drop in times
- Do not operate tags
 - Mauricio to bring in tags
 - Nicholas to make holders / signage
- Woodshop Lathe
 - Brad Gerow has looked into it
 - Details to be added to Forum

VII. New Business

None

VIII. Comments and Announcements

None

IX. Adjourned Time

7:28