



Members Meeting Minutes

06 May 2021

6:00

I. Called To Order Time

6:20

II. In Attendance:

Nicholas Adams, Grant Fraser, Olivia McKay, Garret Hunter, Kyle Rankin, Beth Scott, Dave Holley

IV. Approval of Minutes 01 April 2021

V. Reports

1. Chair

Courtenay and Jyelle give their regrets for not being able to attend. It has been a slower month due to my attention being diverted to cleanup. Thank you to Dave for his help in completing the Sagebrush barrier installation.

2. Treasurer

None

VI. Old Business

1. Keeping Makerspace Clean

- Brooms keep disappearing from woodshop
 - Mark brooms clearly for the room they belong in
 - Heads removed from handles. Glue together
- Wrong filter in Fab Shop Shop Vac
 - Grant to look for proper filter
- Sanding in Fab Shop
 - Dust is creating problem
 - No sanding signage to be added
 - Exceptions to be made for users who can not climb stairs

- Junk in Womens Bathroom
 - Nicholas to remove air tank
 - Drying items not to be left in bathroom
 - Locking doorknobs to be added to both bathrooms and gendered signs removed

2. Educational Videos

- Laser 101 to be launched soon
- Videoing of future courses ongoing
- Vaughn has been contacted about Versa Camm 101

3. Forum

- April activity
- 15 threads + 46 Posts
- Down significantly from last month
- Garret noted that activity is primarily the same members
- Add a thread for Job Listings
- Add inquiries to Lounge description

4. Building Maintenance / Cleaning

- Exterior Lighting
 - Parts list sent to landlord, no response
 - Nicholas to follow up
- Garbage / Recycling
 - Metal bin in Fab Shop to be removed
 - Need to empty bins in Hack Room
 - Thanks to members who have been taking garbage
- Material storage
 - Rails to be added in Laser and Woodshop Hall
 - Kyle and Dave to look into it
 - Bar material available in Fabshop
 - Color coding has been effective
- Fab Shop
 - Lathe moved
 - Remove scrap metal bin
 - Build up of material in mill corner
 - Indicate floor area

5. Do Not Operate Tags

- Have been purchased
- Nicholas to build holders
- Tagging out policy to be developed
 - To include status boards, room logs and forum

6. Mudroom Organization

- Signage being added
- Olivia to take a look at contents of garbage bag

7. Sublimation Printer

- To be installed in the Design Lab

8. Electrical Safety

- Policy to be drafted

VII. New Business

1. Photography Corner

- Corner Ethan set up in Design Lab to be formalized
- Members present were supportive
- Garrett suggested adding signage to encourage taking and posting photos
 - Make it fun
 - Email photos to info@kamloopsmakerspace.com
- Camera, tripod and lights to be stored here pending sign out policy

2. Participation and Communication

- Garret highlighted the importance of increasing member engagement
 - Seems like the same volunteers are working on everything
 - Concerned about burn out
 - Focus on direct asks
- Nicholas nervous about direct asks due to effects of a past heavy handed approach
- Olivia would like to highlight the true cost of a makerspace membership without the expectation of volunteering
 - Nicholas to formalise numbers

3. Membership Guideline

- Nicholas brought forward a Notice of Motion
 - Membership Guideline attached
 - To be voted on at June 3rd Meeting

4. Corporate Membership Guideline

- Nicholas brought forward a Notice of Motion
 - Membership Guideline attached
 - To be voted on at June 3rd Meeting

5. Drying Guideline

- Nicholas brought forward a Notice of Motion
 - Membership Guideline attached
 - To be voted on at June 3rd Meeting
- Dave suggest labeling the Weeding Table

6. Air Compressor Donation

- An air compressor has been donated by Skeans Pneumatic and Automation
- Discussion was made around where to install it
 - The decision was made to install it in the shower if no other arrangements are made in a timely manner

VIII. Comments and Announcements

Kyle thanks Garrett for repairing the laser rams.

Garret also repaired the set screw in the bandsaw. Set screws are available in Fab Shop

IX. Adjourned Time

7:45



Membership Guidelines

Membership to the Kamloops Makerspace Society is subject to this Guideline and the society's bylaws. Membership rates are set by the board and are ratified by the membership to be set out in this document.

Currently membership is:

- \$75 per month for an individual
- \$100 per month as a family

A family membership consists of a primary membership, another adult of direct familial relations or partnership and an unlimited number of children under the age of 19.

Membership is tracked using Club Express software. This issues invoices and notices, tracks the date of membership creation and tracks payments. Monthly membership is for the duration of one calendar month from the date of membership. The due date for the next month's membership is on completion of the first term. The preferred method of payment is through Club express. Use of cash, cheque or e-transfer may result in a delay in processing membership payments.

If payment has not been received after 14 days of the due date, the membership is deemed lapsed. The members key fob may be disabled at this time. If a member requires additional time to make payment they may apply to the board for special dispensation.

After a lapsed membership, the date of membership is established when payment is made again after one calendar month. If made within one month of the due date the membership is calculated from the original date of membership.

The board may give special dispensations for membership at its discretion. This includes modified rates, waiving fees, promotional rates and distributing sponsorship funds. Dispensations are only to be issued in the best interest of the society and its members. Dispensations to individuals are dealt with in camera and kept in strict confidence. Dispensations may be ceased or modified as per board vote. Additional guidelines may govern dispensations.

Corporate or partner memberships may be governed by a separate Guideline.



Corporate Membership Guideline

Corporate membership to the Kamloops Makerspace Society is subject to this Guideline the Membership Guideline and the society's bylaws. Membership rates are set by the board and are ratified by the membership to be set out in this document.

Currently membership is:

- \$200 a month (up to 5 Adults)
- \$40 per month for additional members

A corporate membership consists of 5 adult members, who may oversee an unlimited number of minors under the age of 19.

The purpose of accompanying minors is for the purpose of education and care and are subject to requisite insurance.

The board approves corporate memberships at its discretion. This includes modified rates, waiving fees, promotional rates and distributing sponsorship funds. Approval and modifications are only to be issued in the best interest of the society and its members. Corporate memberships are dealt with in camera and kept in confidence unless release is consented to by the member. Corporate memberships may be ceased or modified as per board vote.



Drying Guideline

This guideline is to cover the leaving of projects out for the purpose of glue up and drying of paint etc.

Project drying is only to be done only in the following designated areas:

- The Paint Booth
- The table at the rear of the woodshop
- The Classroom (when booked)
- The Craftorium (excluding weeding table)
- The main table in the Fab Shop
- The Clayspace and Kiln Room in designated areas as per additional guidance

When a project is left for the purpose of drying a Drying Tag must be left and filled out completely with the following:

- Name
- Contact information
- Date left
- Time and date when it can be moved

The drying tag must be left in a conspicuous place that ties it with the applicable items. Tags will be stored close to appropriate drying areas.

Members may move dry Items to a safe place after the “safe to move” day and time if they need to make use of the area for any reason.

Projects are left to dry at the sole risk of the member. Drying items must not interfere unduly with the function of the space they are left in. Member who leaves an item drying is responsible for protecting it from disturbance dust etc.

A member should remove their items from the drying area as soon as possible.

Members must not knowingly harm or interfere with drying items and should take reasonable steps to avoid damaging drying items.