Milwaukee Makerspace

Monthly Orientation Class
Purpose of this class:

- Familiarize
- Prepare
- Educate
- Introduce
Things you’ll learn about:

- Our Group
- Our Building
- Policies & Procedures
- Equipment & Safety
- Meetings & Events
- Our Culture
Tom’s Garage – September 2009
Our First Building – November 2010
Grand Opening – April 2011
Move to Lenox – January 2013
100 members – July 2013
Makerfest – October 2013
183 members – September 2014
Maker Faire Milwaukee – September 2014
Today
174 members
Our Building
Spaces
Parking

2555 S Lenox St
Parking
Lighting in most rooms
Workshop Lights!
Heating & Air Conditioning!
Internet!

Wireless Network: "MilwaukeeMaker" pass: wrenchiron
Paper Goods & Cleaning Supplies!
Soda & Beer in fridges!
Trash disposal!
Policies & Procedures
Member Handbook on the wiki

Welcome

Welcome to the Milwaukee Makerspace! This Member Handbook contains some important and basic information that will help you at the space. If you find yourself wishing something useful to members was on the page, log in and add it!

The board of directors currently consists of the below list of members. To contact the board email info@milwaukeemakerspace.org.

- President: Brant Holman
- Treasurer: Joe Rodriguez
- Operations Director: Matt Wittmann
- Communications Director: Pete Prodehl
- Director at Large: Tom Gralowcz
- Director at Large: Chris Hemmerly
- Director at Large: Dan Jonke

The makerspace has Area Champions who oversee the activities in each of our many areas.

- Wood Shop: Tom Gondeck, Vishal
- Metal Shop: Matt Witting, Dan Jonke, Hiram
- Machine Shop: Adrian
- Electronics: Dennis
- 3D Printing: Joseph Bootz
- Craft Lab: Colleen, Lexie
- Lasers: Lance Lamont

Official Documents

Members must review the member agreement form, member release form, and bylaws. The member agreement form and member release form must be signed and returned to one of the makerspace board members.

New Maker Checklist

1. For the New Maker
   a. Get vetted, spend time with others at the space (minimum of 2 separate visits)
Our By-Laws on the website

BY-LAWS

ARTICLE 1 — Name and purpose

SECTION 1 Name

1. The name of the corporation is Makerspace of Milwaukee, Inc. To be referred to hence as MoMI.

SECTION 2 Purpose

1. The purpose of the MoMI organization is:

   A. Build and maintain spaces suitable for technical and social collaboration.

   B. Collaboration on all forms of technology, culture, and craft in new and interesting ways.

   C. Freely share its research and discoveries, using what is learned to teach others.

   D. Recruit and develop talented members dedicated to these purposes.

ARTICLE 2- Membership
Our Board of Directors

• President
• Treasurer
• Communications Director
• Operations Director
• Secretary
• (2) “At-Large” Board Members
Current Board Members

Lance K.  Felisha W.  Joe R.  Deboralynn S.

Dan J.  Vishal R.  Tom Gr.
Current Area Champions

- Wood Shop: Steve Pilon, Vishal Rana
- Forge Area: Dan Jonke, Tiffany Lea
- Welding Shop: Dan Jonke, Hiram Willis
- Jewelry Studio: Tiffany Lea, Jon Hughett
- Machine Shop: Adrian Volden, Tom Klein
- Electronics Lab: Dennis Draheim, Adam Cohen
- 3D Printing Lab: Matthew Juranitch, Jim Kelly
- Craft Lab: Lexie, Kathy Hughett
- Laser Cutter Shop: Shane T., Keith M.
• Plotter/Screen Printing Area: Pete Prodoehl, Steve Pilon
• Kuka/Robot room: Matt Neesley
• Paint/Chemical Vault: Brant Holeman
• Ceramics Studio: DL Swanson, Nicole Bodenstein
• Network: Chris Hemmerly, Dan Jonke, Tony Weasler
Tool Use & Training
Parking Permits/Tickets
Parking Permits/Tickets
Personal Storage
Materials, Parts & The Hack Rack
Guests, Children, Pets, Etc.
Donations and Non-Profit Status
Dues and Rental Payments
Cash, Check, Paypal, Dwolla, Square
Equipment & Safety
What is your skill level?

EVERY PRO WAS ONCE AN AMATEUR.
EVERY EXPERT WAS ONCE A BEGINNER.
SO DREAM BIG.
AND START NOW.
Types of hazards
PPE = Personal Protective Equipment
Where to find PPE
Behavior & Attitude
Behavior & Attitude

- Be aware of your environment
- Ask for help, get training
- Understand the hazards
- Slow down
- Store hazardous materials safely
- Clean areas are safer to work in
- Avoid injuries to yourself and others
- Avoid damaging equipment
Broken or Damaged Tools

- Stop use immediately
- Unplug and lock out
- Inform others
First Aid
Reporting an injury
Fire Extinguishers
Fire Alarm Pull Stations
Emergencies

WHO TO CALL

Emergencies
Immediate threats to life, health, and property
Fire, Police, & Medical ................................................... Call 911
Fire non-emergency ..................................................... 414-296-8948
Police non-emergency .................................................... 414-635-7222
WE Energies - Possible gas leak ........................................ 800-281-5325
WE Energies - Other electric/gas emergency ...................... 800-662-4797

Please notify the Board of Directors immediately after any emergency

Needs attention ASAP
Roof leak, plumbing/electrical problems, door won’t lock, etc.
Tom Gralewicz (Landlord, Board Member) ....................... 414-380-1716
Grant Holmman (President) .............................................. 414-208-6572
Pepi Prodani (Communications Director) ......................... 262-490-4531
Dan Jonke (Board Member) ............................................ 516-317-5909

Please only call Board Members if absolutely necessary

Needs attention soon
Doors difficult to close, dripping faucets, clogged toilets, Internet outages, out of welding gas, missing items, broken tools/machines, etc.

Email Board of Directors............................................. info@milwaukeemakerspace.org

Cameras
Meetings & Events
Regular Events

• Open Nights, Tuesdays & Thursdays
• Space Improvement Days
• Recurring Group Meetings
Special Events

• Gallery Nights
• Classes
• Special Tours
• Demonstrations
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sat, May 3, 2014</td>
<td>10:00 AM - 11:00 AM</td>
<td>Makerspace Orientation Class</td>
</tr>
<tr>
<td>Sat, May 3, 2014</td>
<td>1:00 PM - 4:00 PM</td>
<td>Milwaukee 3D Printing Meetup</td>
</tr>
<tr>
<td>Tue, May 6, 2014</td>
<td>12:00 PM - 12:30 PM</td>
<td>Trash Day</td>
</tr>
<tr>
<td>Tue, May 6, 2014</td>
<td>7:00 PM - 9:00 PM</td>
<td>Weekly Open Meeting</td>
</tr>
<tr>
<td>Thu, May 8, 2014</td>
<td>7:00 PM - 10:00 PM</td>
<td>Builder's Night Out</td>
</tr>
<tr>
<td>Sat, May 10, 2014</td>
<td>1:00 PM - 4:00 PM</td>
<td>MEOW Meeting</td>
</tr>
<tr>
<td>Sun, May 11, 2014</td>
<td>1:00 PM - 4:00 PM</td>
<td>Milwaukee Electric Car Club Meeting</td>
</tr>
<tr>
<td>Tue, May 13, 2014</td>
<td>12:00 PM - 12:30 PM</td>
<td>Trash Day</td>
</tr>
<tr>
<td>Tue, May 13, 2014</td>
<td>7:00 PM - 9:00 PM</td>
<td>Weekly Open Meeting</td>
</tr>
<tr>
<td>Thu, May 15, 2014</td>
<td>7:00 PM - 10:00 PM</td>
<td>Builder's Night Out</td>
</tr>
</tbody>
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Social Media
Google Groups Mailing Lists

- membersonly-milwaukeemakerspace
  (Owner) Manage
  Private discussion list solely for paying members in good standing of the Milwaukee Makerspace.

- milwaukeemakerspace
  (Owner) Manage
  The email list for the upcoming Milwaukee maker space~
Blog and Wiki

Welcome to the Milwaukee Makerspace Wiki!

Activities at the Makerspace
- 2014 Events - Listing of events and happenings.
- Maker Projects - List of current, past, in-progress, and completed projects.
- Groups - A list of groups that meet at the space.
- Classes - A list of classes run through the space.
- Meeting Agendas - Past, present, and future meeting agendas. Please add topics to our agenda for the upcoming meeting.
- Space improvements - Projects that need doing for the benefit of the space.
- Instructional materials - Becomes more instinct to help.

Makerspace Equipment
- Equipment List - Equipment and resources at the Makerspace.
- Equipment Training - Tutorials and how to guides for equipment at the Makerspace.
- Equipment Training Checklists - If you don't know what the is, read the Checklist: Training Checklist (Coming soon).
- Equipment Manuals - Manuals for the equipment.

Latest Blog Posts:
- Ressusciter Les Mort
- A Happening Weekend at the Space
- Weekend Project - Garden Box
- CNC Logical Introduction
- Flomant Spool
Other Media

Links

- Website: http://milwaukeeemakerspace.org/
- Google Group: https://groups.google.com/forum/#!forum/milwaukeeemakerspace
- Twitter: http://twitter.com/mkemakerspace
- Facebook: http://www.facebook.com/mkemakerspace
- Google+: http://plus.google.com/106695664958199603722
- Flickr: http://www.flickr.com/photos/milwaukeeemakerspace/
- Flickr Group: http://www.flickr.com/groups/milwaukeeemakerspace/
- YouTube: http://www.youtube.com/user/MilwaukeeMakerspace
- LinkedIn Group: http://www.linkedin.com/groups/Milwaukee-Makerspace-3956666
- foursquare: https://foursquare.com/v/milwaukee-makerspace/4cd7481b8e5b6a31ddd175ac
- Yelp: http://www.yelp.com/biz/milwaukee-makerspace-milwaukee
- Hackerspace Wiki: http://hackerspaces.org/wiki/Milwaukee_Makerspace
Our Culture
Who we are

Teachers, students, artists, writers, entrepreneurs, engineers, painters, welders, boat-builders, race car mechanics, chemists, hobbyists, tinkerers, do-it-yourselfers, hackers, craftsmen, inventors, and more
Our common interests
Glossary of Terms

- Do-ocracy
- Hacker
- Skill Collector
- Sweat Equity
Respect for yourself
Respect for others

Code of Conduct
In order to keep things civil and respectful, the Board of Directors has adopted the following guidelines for discussions on the message boards and other social media:

- Follow the Golden Rule: Treat others as you would like to be treated!
- Keep criticism constructive.
- Please refrain from name-calling or derogatory statements.
- The group has no tolerance for discrimination based on gender, race, sexual orientation or religion.
- Any conduct that the Board determines to be offensive will be addressed as necessary.
- On a first offense, the Board will issue a warning.
- Subsequent offenses may be cause for further disciplinary action per the By-Laws.

Anti-Harassment Policy
Milwaukee Makerspace is dedicated to providing a harassment-free experience for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, or religion. We do not tolerate harassment of people at our events or space in any form.

Sexual language and imagery should only be used for positive purposes in accordance with best practices advocated by professional sex educators (if you’re not sure what those are, don’t do it).

Harassment includes offensive verbal comments related to gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, religion, sexual images in public spaces, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention.

People asked to stop any harassing behavior are expected to comply immediately.
Thank you for your time!