

Agenda

1. Introduction
 1. Take Attendance:
 2. Previous Minutes
2. Updates on Ongoing Business
3. New Business

Introduction

Attendance

- Rick P
- Tim C
- John H
- Kathy H
- Faith F
- Jake B
- Jeff M
- Dan J

Updates on Ongoing Business

- None

New Business

- **Communication to board on broken tools.**
 - Having easier access to camera footage would be nice. A more “open” computer to provide easier access, some of the arguments for are.
 - Easier time accessing camera
 - Update training regime to prevent issue
 - Update floor layout based on people watching
 - Idea to mitigate abuse would be an automated email to info@ notifying that a person logged into the camera

server. Maybe setup passwords for each champion to log who accessed it?

- **Training lessons learned**
 - Procedural training vs technique training.
 - The training of one tool and the building a basis
 - Letting people come to know when they get hurt to prevent future accidents.
- **Continuous improvements**
 - QR code for equipment “re-training”. A video that shows how to use the tool as a refresher. The ceramics area already has this. Unknow if its effective but will update if feedback is given.
- **Training the Trainers**
 - The Wood shop uses a procedural training “on off, no technique” safety oriented training.
 - Top down “standardization meetings” every quarter to review deficiencies and improvements
- **Techniques of involvement**
 - The “open office” - a day of the week people can come with questions for each area.
 - The “wednesday makerspace day” for areas to be more open and people to come in and explore. It is unfortunately a drain of resources.
- **Pain Points**
 - The culture and politics of the makerspace is unfortunately what it is.
 - **Solutions?**
- **Active Recruitment of co-champions and trainers**
 - The ease into tools

- Machine “captains”- people who look after one piece of equipment and check up on it. The delegation is hard, a tool “fixer”
- Open the round table to membership
- **A Wiki Improvement Day**
 - to reup all the important features of equipment including capabilities, type of expendables/tooling required, and general formatting of the wiki
 - Sounds like a good idea to not have on SID
 - Starts with a short 1hour tutorial on how to update the wiki
 - Re-Organize the wiki landing page.

Close @ 9pm