# Mission Statement

We are an open, collaborative shop and idea laboratory where members and students convene to learn, create and tinker with the goal of improving ourselves, our community and our schools.

# Vision Statement

The Amherst Makerspace exists to facilitate the growth and improvement of our community by offering tools, training and an open workspace to experiment with and master a wide variety of Maker skills. We are dedicated to sharing our collective knowledge and experience to build a community of Makers and provide new skills and opportunities to everyone.

# Values

## Community

Foster development of a community of diverse people, with a common goal of knowledge sharing and growth.

## Collaboration

The open sharing of knowledge, ideas and experience is critical for personal growth.

## Education

The ability to provide new and relevant educational growth opportunities is vital to the growth both personally and as a community.

# Policies

From this point on: TOA=Town of Amherst, AM = Amherst Makerspace and ASD = Amherst School District.

The following policies are in place to ensure fair access for all members to our facilities. Failure to abide by these policies may result in termination of your membership or in the user being held responsible for replacement cost and labor cost of damaged TOA, AM, ASD property.

## Orientation

In order to access the Shop and use our facilities, all users must first meet with the TOA, AM, ASD Shop Manager and/or Safety Instructor and complete an orientation in workshop and facility safety procedures. These orientations are scheduled on a regular basis and can be arranged by emailing Makerspace@sau39.org .

## Safety

All users of the Shop are responsible for their own safety. TOA, AM, ASD will not be held liable or responsible for any injury sustained by using the any of the facilities or equipment of the TOA, AM, ASD.

If at any time you notice machinery, equipment, and/or tools which are not functioning properly, stop using the malfunctioning equipment and contact Staff. If Staff is not available, please contact a Board member immediately. A list of cell phone numbers is posted in several locations throughout the facility for this purpose.

When using any of the TOA, AM, ASD machines or facilities, members must return machines and facility to the state they were found in (i.e. Clean, fully assembled, in good working order, etc.).

Reclaimed wood is only to be used in Shop after it has been made free of metal using a metal detector. If shop user fails to remove all metal from wood, and the metal damages TOA, AM, ASD blades or machines, the user will be liable for all costs (replacement and labor) associated with fixing the blade or machine and any resulting physical injuries. Please notify Staff of your intent to use reclaimed wood materials prior to bringing those materials into the facility. Under no circumstances can a shop user store any items in the shared space of the shop without receiving prior consent from a Shop Manager, officer, or board member.

Green lumber and pressure treated lumber cannot be used on the “SawStop” table saw unless reviewed or tested by the staff.

All members, users of Shop, and workshop attendees are required to sign a Release of Liability Waiver before using any equipment, tools, or services in our facility.

## Personal Items

All materials and projects in the shop must be labeled. Labels must include full name, phone number, and projected move date. All non or partially labeled projects/materials may be removed from the premises by TOA, AM, ASD or Amherst Middle School staff. Overnight storage of projects is limited to non-school nights and must be removed before the students arrive for their regularly scheduled class.

TOA, AM, ASD is not responsible for any damage to projects or material stored in Shop.

# Expectations

1. Pay dues on time, abide by the Membership Agreement, and contribute to the space. This includes, but is not limited to, cleaning the space, participating in projects that better the common work area (new workbenches, tables, shelves, etc.), and managing group projects. We are a volunteer-run organization. All members will be required to regularly volunteer a small amount of their time to help us hold down our operating expenses, and keep our Makerspace running smoothly and looking clean and professional.
2. Membership is not a guarantee. TOA, AM, ASD expects that every member, user of the shop, and workshop attendee will show one another goodwill and respect. Engaging in rude, embarrassing, obnoxious, or generally nasty behavior can result in termination of your membership.

# Workshops

Equipment, machines, classroom space, and other areas may be reserved for classes. Check the online reservation calendar or email Makerspace@sau39.org to determine availability ahead of time if you need a specific machine or work area.

Tables marked as reserved for workshops are for the exclusive use of instructors and attendees beginning 30 minutes prior to the start of the workshop.

Please be considerate and refrain from excessively noisy work (planning, jointing, grinding) during the first hour of the workshop.

Classes will receive priority on the Stationary Table Saw and Miter Saw in the Wood Shop.

Classes will receive priority on using all equipment in the Metal Shop.

If you are on a deadline with a project, please speak with the instructor and/or Shop Manager. We want you to finish your project and have the workshop be a success.

# Shop Rules and Conduct

1. Always wear proper eye and ear protection while in the shop area. This applies regardless if you are working on machinery or not.
2. No member, user of the workshop, or workshop attendee may use any shop equipment unless authorized to do so through by successfully passing the TOA, AM, ASD safety orientation course.
3. Only authorized TOA, AM, ASD members are permitted in the workshops without prior permission and supervision. Keeping foot traffic to a minimum creates a safer and more comfortable working environment.
4. Never run any materials with metal or paint through any of the woodshop machines.
5. No wet or green wood materials of any kind may be run through any of the woodshop machines.
6. Do not place any unapproved material in the laser cutter/engraver. All outside materials must include an MSDS and be approved by an TOA, AM, ASD safety officer.
7. Replacement cost due to neglect by breaking Shop Rules will be the responsibility of the individual who caused the damage.
8. Do not attempt to oil, clean, adjust or repair any machine while it is running. Do not perform any of these tasks unless you have the proper training and permissions to do so. Performing maintenance on moving machinery can lead to injury or death.
9. Never open any covers, casing, or shrouds while the machine is running.
10. Ensure that all machine guarding is in place and functioning properly. It is your duty to inform the Shop Manager if the guarding is damaged or malfunctioning. Malfunctioning guarding will not properly protect you and becomes a hazard itself.
11. Never leave machines running unattended. Others may not notice the machine is running and be injured by moving tooling. Please remain at all equipment until it has come to a complete stop.
12. Do not try to stop the machine with your hands or body. Stopping the machine with your body can result in entanglement, dismemberment or death. Always let moving parts come to a stop under their own power.
13. Always keep hands, hair, feet, etc. clear of all moving machinery at all times. All long hair must be tied back above shoulder height. Loose fitting clothes such as baggy sweatshirts or long sleeve shirts with loose cuffs should not be worn in the shop.
14. Double-check that all tooling and work pieces are properly supported and clamped prior to starting the machine.
15. Heavy or unwieldy work pieces often require special support structures or assistance from other members or shop support. Always ask for help if you are unsure if your work piece requires additional support.
16. Remove chuck keys, wrenches and other tools from machines after making adjustments. Chuck keys left in the chuck when the machine turns on become dangerous flying objects.
17. Ask for help when moving awkward or heavy objects. This will protect you and those around you from injury.
18. Always deburr sharp edges of freshly cut stock. This includes the piece of stock that goes back in the stock rack. Eliminating burred edges minimizes the chances for personal injury and marring of precision machine surfaces.
19. Never start a conversation with someone who is using machinery. Always wait for them to complete their task before talking.
20. Never attempt to squeeze behind someone while they are using machinery. Always stop and wait for them to complete their task before passing.
21. Work at a pace that is comfortable for you. Rushing will compromise your safety and increases the chance of damaging equipment.
22. Listen to the machine(s) — if something does not sound right, shut it down. Often if the machine sounds abnormal to you, it likely is not operating properly. Inform the Shop Manager if you believe the machine to be operating abnormally.
23. If you do not know, or are unsure how to do something — ASK! Do not engage in any activity that you are not comfortable with. Trust your judgment. Check with the shop supervisor or another member who has more experience.
24. Every member is responsible for keeping their keys and cards secure. Immediately report the loss of keys or access cards to any TOA, AM, ASD Board member or supervisor. This will help us maintain security and ensure that no unauthorized person is using your card. There will be a $5 replacement fee for all lost or stolen keys and cards.
25. You are responsible for cleaning up after each project. Sweeping, wiping down machines, and cleaning off tables shows respect for other members coming in after you.
26. Keep floors free of oil, grease or any other liquid. Members are responsible for keeping all work areas clean and free of debris.
27. Please clean up spilled liquids immediately to prevent slipping hazards.
28. All materials should be stored in such a way that they cannot become tripping hazards. Return all excess material to its proper storage place.
29. Any hazardous materials and chemicals may not be stored at the TOA, AM, ASD. Prior permissions are required to use such materials.
30. Stay organized -putting tools away when not in use prevents loss and also makes them available to others.
31. Don’t waste. Place all used scrap in marked containers.
32. All work should stop 15 minutes prior to the time you need to leave the TOA, AM, ASD This will provide ample time to clean and replace tools for the next member.

# Electronics, Computing, & Networking Policy

You agree that when using electronic, computing, or network devices (“Services”) owned by the TOA, AM, ASD or the Amherst Middle School, or connected to its network, that you will not:

1. Use the Services in connection with contests, pyramid schemes, chain letters, junk email, spamming or any duplicative or unsolicited messages (commercial or otherwise).
2. Defame, abuse, harass, stalk, threaten or otherwise violate the legal rights (such as rights of privacy and publicity) of others.
3. Publish, post, upload, distribute or disseminate any inappropriate, profane, defamatory, obscene, indecent or unlawful topic, name, material or information on or through TOA, AM, ASD or the Amherst Middle School Services.
4. Upload, or otherwise make available, files that contain images, photographs, software or other material protected by intellectual property laws, including, by way of example, and not as limitation, copyright or trademark laws (or by rights of privacy or publicity) unless you own or control the rights thereto or have received all necessary consent to do the same.
5. Use any material or information, including images or photographs, which are made available through the Services in any manner that infringes any copyright, trademark, patent, trade secret, or other proprietary right of any party.
6. Upload files that contain viruses, Trojan Horses, worms, time bombs, cancelbots, corrupted files, or any other similar software or programs that may damage the operation of another’s computer or property of another.
7. Download any file(s) that you know, or reasonably should know, cannot be legally reproduced, displayed, performed, and/or distributed in such manner.
8. Restrict or inhibit any other user from using and enjoying the Services.
9. Violate any code of conduct or other guidelines, which may be applicable for any particular Service.
10. Harvest or otherwise collect information about others, including email addresses, without the authorization or consent of the disclosing party.
11. Violate any applicable laws or regulations by creating a false identity for the purpose of misleading others.

# Personal Tools, Equipment, & Materials Policy

Personal use tools, equipment, and materials are allowed to be brought into the TOA, AM, ASD facility. Any personal tools must be checked in by the Shop Staff to ensure safety and appropriateness.

All personal use equipment, tools, and materials must be CLEARLY labeled with your name, phone and email address.

Personal use tools, equipment, and/or materials may not be used by other members without the express permission of the owner.

Any and all personal use tools, equipment, and materials must leave with the owner, unless otherwise permitted.

TOA, AM, ASD is not responsible for lost or stolen tools, equipment, or materials.

# Workshop Attendance and Participation Policy

Workshops are any course offered through the Amherst Makerspace.

## Registration

Advance registration is necessary. Instructors, workshop times, and workshop dates are subject to change. If a workshop is rescheduled to another date, attendees are entitled to a full refund. TOA, AM, ASD reserves the right to change instructors without prior notification, and to change workshop location and meeting times by up to an hour with 48 hours prior notice. To register for a workshop, attendees must pay in full at the time of enrollment. A place in the workshop is not guaranteed until payment in full is received. To sign up after the registration deadline, please call to ensure space is still available.

Fees

A fee will be charged for most workshops and a materials and/or equipment fee may also be required. All costs will be noted in the course description

## Withdrawals & Transfers

In the event an attendee must withdraw from a workshop, he or she may do so any time before the registration deadline of the workshop, and a refund of the full workshop cost plus any equipment or material fees will be provided, unless noted otherwise in the course description. Workshop enrollment may not be transferred to another course; it is necessary to withdraw from the original workshop and register for the new class. Withdrawals on or after the workshop registration deadline are not refundable and workshop fees are not transferable.

##  Material & Equipment Fees

Workshops that make use of tools or supplies will most likely require a material or equipment fee. This pays for in-workshop consumable items (e.g., drill bits, gas, wood, metal, etc.) and the upkeep of tools used for that specific workshop (saw sharpening, tool repair, welding tips, software updates). In some circumstances, attendees may also be required to purchase certain supplies on their own. This will be clearly indicated in the course descriptions.

## Missed Workshops & Lateness

Missing the first day of a multi-day course may be grounds for withdrawal without refund. Please email the Amherst makerspace at makerspace@sau39.org if you know you are going to miss a significant portion of a course. Advance notice may allow some sort of accommodation; however, TOA, AM, ASD is not obligated to offer makeup instruction. Instructors are not obligated to catch attendees up during scheduled workshop time for missed sessions or excessive lateness.

##  Canceled or Rescheduled Workshops

Most workshops offered at the TOA, AM, ASD must have a minimum of 5 attendees registered in order for the workshop to commence. In the event a workshop does not receive sufficient enrollment, it may be canceled. Attendees will be notified of any cancellation due to insufficient enrollment at least 48 hours prior to the start of the workshop. In the event of a cancellation, attendees will be refunded all fees collected for that course. If a workshop is rescheduled to another date, attendees are also entitled to a full refund. TOA, AM, ASD reserves the right to change instructors without prior notification, and to change workshop meeting times by up to an hour with 48 hours prior notice.

##  Workshop Complaints

At the conclusion of every workshop, attendees may receive a paper or emailed evaluation request. We depend upon your feedback to help us improve our offerings. If you have any issue with a workshop you are currently enrolled in, please either raise your issue with the instructor at the end of the workshop meeting or email us. It is our general experience that most issues can be satisfactorily addressed before the workshop concludes. Complaint resolution may involve contacting the instructor and other attendees. All emailed comments will remain confidential upon request.

# Membership and Workshop Participation

## Agreement TOA, AM, ASD

This Membership Agreement (“Agreement”) is entered into by and between TOA, AM, ASD, and the undersigned member and any associated minors on the date this Agreement is signed “Effective Date”.

1. Membership Package

Member has agreed to pay the amount(s) indicated under MEMBERSHIP & DUES SCHEDULE attached as an addendum to this Agreement and made a part hereof in exchange for the membership benefits listed and TOA, AM, ASD agrees to provide such benefits to Member.

1. Rights of Publicity and Consent to Receive Emails

Member hereby grants to TOA, AM, ASD the right to photograph and videotape Member and Member’s materials and art and to use, copy, modify, publish and distribute such photographs and videotapes taken in the TOA, AM, ASD facility and any derivatives thereof, in any and all formats, currently known or unknown. Member also hereby releases, discharges, and agrees to hold harmless TOA, AM, ASD and its owners, agents, landlord, officers, and employees from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form whether intentional or otherwise, that may occur or be produced in the taking of said picture or in any subsequent processing thereof, as well as any publication thereof.

1. Term

The term of this Agreement begins on the Effective Date and will continue on a as described in the MEMBERSHIP & DUES SCHEDULE (attached). All Membership cancellations must be received by the Amherst Rec Department, at least 5 days prior to desired final membership bill date, at which point the member’s last month of membership will begin.

1. Immediate Termination

TOA, AM, ASD may immediately terminate the rights granted to Member herein if Member violates shop rules, is in breach of one or more of its obligations which breach it fails to cure within seven

(7) days of receipt of a written notice specifying the nature of the breach, or if Member’s conduct, or that of someone at the facility with Member’s permission or invitation, interferes with use of the facility by other members or results in damage, injury or threat to TOA, AM, ASD or its staff or members. If TOA, AM, ASD terminates Member’s rights for any of these reasons it shall not be required to refund any fees.

1. Compliance with the Law

Member agrees to comply with all relevant laws and regulations in its use of the TOA, AM, ASD facilities and agrees not to interfere with the use of the facility by TOA, AM, ASD or by others, cause any nuisance or annoyance, cause an increase in the TOA, AM, ASD insurance premiums or cause loss or damage to TOA, AM, ASD (including, but not limited to, damage to reputation), its landlord or any other member or user of the TOA, AM, ASD facility or their property. Member acknowledges that (a) the terms of the foregoing sentence are a material inducement in TOA, AM, ASD’s execution of this Agreement and (b) any violation by Member shall constitute a material default by Member hereunder, entitling TOA, AM, ASD to terminate this Agreement, without further notice.

1. WARRANTY DISCLAIMER

The facility, tools, materials, equipment, and all services associated with this membership and any workshops are provided on an “as is” and “as available” basis without warranties of any kind, either express or implied. TOA, AM, ASD disclaims all warranties, express or implied, including, without limitation, implied warranties of merchantability and fitness for a particular purpose.

1. Limitation of Liability & Waiver

Member has read, understood, agreed to, and signed a Waiver of Liability and Hold Harmless Agreement which will be provided simultaneously with this Membership Agreement and must be signed by al members prior to the use of facilities, and/or attendance at any workshop provided by the TOA, AM, ASD. No member or non-member is permitted to use the facilities, tools, or machinery for any reason without the acceptance and signing of this Waiver of Liability and Hold Harmless Agreement.

1. Policies and Safety Procedures

Member has read, understood, and agreed to the policies and safety procedures of the TOA, AM, ASD which will be provided simultaneously with this Membership Agreement prior to the use of facilities, and/or attendance at any workshop provided by the TOA, AM, ASD. No member or non-member is permitted to use the facilities, tools, or machinery for any reason without the acceptance of these policies and safety procedures.

1. Photography and Media

I hereby grant permission to the use of my image and likeness as recorded on audio or video tape without payment or any other consideration. I understand that my image may be edited, copied, exhibited, published or distributed and I waive the right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of my image or recording. I also understand that this material may be used in diverse educational settings within an unrestricted geographic area. Photographic, audio or video recordings may be used for the following purposes: conference presentations, educational presentations or courses, informational presentations, on-line educational courses, educational videos, banners and marketing materials, and other similar uses both in print and online.

1. Assignment

This Agreement and the rights and obligations hereunder may not be assigned, delegated or transferred by either party without the prior written consent of the other party. Any such attempt shall be void.

1. Waiver

None of the conditions or provisions of this Agreement shall be held to have been waived by any act or knowledge on the part of either party, except by an instrument in writing signed by a duly authorized officer or representative of such party. Further, the waiver by either party of any right hereunder or the failure to enforce at any time any of the provisions of this Agreement, or any rights with respect thereto, shall not be deemed to be a waiver of any other rights hereunder or any breach or failure of performance of the other party.

1. Governing Law; Venue

This Agreement shall be construed in accordance with, and governed by, the laws of the State of New Hampshire as applied to contracts that are executed and performed entirely in New Hampshire. The exclusive venue for any action, arbitration or other proceeding based on or arising out of this Agreement shall be Hillsborough County, New Hampshire.

1. Jurisdiction of Disputes; Mediation

Any disputes based on or arising out of this Agreement or its subject matter, whether based on contract, tort or other legal theory, shall be heard and determined by a judge of the Superior Court of New Hampshire, County of Hillsborough.

The parties acknowledge that disputes brought before the Superior Court are normally referred to mediation prior to trial. Both parties agree to participate in mediation proceedings if recommended by the court.

1. Severability

If any provision of this Agreement is declared invalid or unenforceable by a court having competent jurisdiction, it is mutually agreed that this Agreement shall endure except for the part declared invalid or unenforceable by order of such court. The parties shall consult and use their best efforts to agree upon a valid and enforceable provision which shall be a reasonable substitute for such invalid or unenforceable provision in light of the intent of this Agreement.

1. Entire Agreement

This Agreement constitutes the entire agreement between the parties hereto pertaining to the subject matter hereof, superseding any and all other previous and contemporaneous agreements, understandings, proposals, conditions, warranties, representations or statements, oral or written, with regard to the subject matter hereof. Any previous agreements between the parties pertaining to the subject matter of this Agreement are hereby expressly canceled and terminated.

# Membership Agreement Signature Page

Please print and sign to confirm that you have read, understood, and agree to the TOA, AM, ASDs’ terms of membership, rules, and safety procedures.

Once signed, bring this form in during your safety orientation.

## Membership Dues & Schedule

Individual Amherst Resident Makerspace Membership: $60/3-month or $220/year, allows access to entire shop. Additional safety courses may be required to use some of the equipment.

Individual non-Amherst Resident Makerspace Membership: $75/3-month or $275/year, allows access to entire shop. Additional safety courses may be required to use some of the equipment.

Family Amherst Resident Makerspace Membership: $90/3-month or $330/year, allows access to entire shop for a single residence. Additional safety courses may be required to use some of the equipment.

Family non-Amherst Resident Makerspace Membership: $105/3-month or $385/year, allows access to entire shop for a single residence. Additional safety courses may be required to use some of the equipment.

By signing this Agreement member agrees to comply with all TOA, AM, ASD’s Policies, Rules, and Safety Procedures, which Member acknowledges to have received. TOA, AM, ASD reserves the right to update and modify such policies and rules and Member agrees to review and be familiar with the most recent policies and rules before each use of the facility. The most recent documentation is available at the Amherst Makerspace facility or at the Amherst Rec Department office.

Print Participant Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Guardian Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guardian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT FOR TOA, AM, ASD, MEMBERSHIP AND/OR WORKSHOP ATTENDANCE

In consideration for receiving permission to participate in the TOA, AM, ASD (hereinafter referred to as TOA, AM, ASD and/or a workshop) I hereby RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE, TOA, AM, ASD, its agents, servants, or employees (hereinafter referred to as “RELEASEES”) from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, or any of the property belonging to me, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES, or otherwise, while participating in such activity, or while in, on or upon the premises where the activity is being conducted.

I am fully aware of the unusual risks involved and hazards connected with activities and materials used in the TOA, AM, ASD. I hereby elect to voluntarily participate in said activity with full knowledge that said activity may be hazardous to me and my property. I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PROPERTY DAMAGE OR PERSONAL INJURY, INCLUDING DEATH, that may be sustained by me, or any loss or damage of property owned by me, as a result of being engaged in such activity, WHETHER CAUSED BY THE NEGLIGENCE OF RELEASEES OR OTHERWISE.

I further hereby AGREE TO INDEMNIFY AND HOLD HARMLESS the RELEASEES from any loss, liability, damage or costs, including court costs and attorney fees, that they may incur due to my participation in said activity, WHETHER CAUSED BY NEGLIGENCE OF RELEASEES OR OTHERWISE.

It is my express intent that this Waiver of Liability and Hold Harmless Agreement shall bind the members of my family and spouse, if I am alive, and my heirs, assigns and personal representative, if I am deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the above-named RELEASEES. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of California

IN SIGNING THIS RELEASE, I ACKNOWLEDGE AND REPRESENT THAT I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made; I am at least eighteen (18) years of age and fully competent; and I execute this Release for full, adequate and complete consideration fully intending to be bound by same.

If any of the provisions of this Agreement are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Agreement as a whole.

Print Participant Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Guardian Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guardian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Amherst Makerspace Board

The Makerspace board will meet that last Wednesday of each month.

## Roles

Chairman of the Board: Primary point of contact and schedules and presides over board meetings.

Treasurer: Presents financial report to the board and budget preparations.

Secretary: Minute taker, meeting organizer.

Director of facilitates: Responsible for repair and maintenance of shop spaces and tools. Responsible for tool area managers. Responsible for training.

Director of member services: Answers emails, phone calls, and in person complaints.

Director of marketing and development: Seek grants and partnerships with other organizations.

Program Director: Developing classes and programs

Schoolboard Liaison:

Rec Department Liaison:

# Amherst Makerspace Section Managers

Wood Shop: Steve Opri

Metal Shop: Dan Bogonis

Rapid Prototyping: Marcel Chabot

Computer Technologies: Brad Freeman

Life Sciences: Sarah Bonnoitt

Art Sciences: Teri Behm

Web Master / Networking: Jay Barrett

Electronics Sciences: Tom Lewis