

North Mississippi Makers' Membership Agreement

Excluded Offenses

1. Any topic that is excluded from the Membership Rules is subject to be added as an amendment on a per case basis. If no repercussions exist before the amendment is made, any offender will be grandfathered in for that one instance and is hence forth held to any repercussion for future occurrences.

Amendments

1. Proposals to amend the Membership Rules must be presented to the board for review and approval.
2. The final approval for amendments to the Membership Rules must pass a 2/3rd vote by the board of directors.

Group Promotion

1. Promotional pictures, accounts, and / or other recollections of meetings or events may be recorded via video, photograph, or audio recording to be used in future advertising or promotion.
2. If you would prefer not to be involved in promotional materials please feel free to avoid being in a location where you may be included in a picture/video that is being taken.

Rules for Members

Becoming Member

1. All new members must fill out an application of intent to join. The application is located at <http://msmakers.com/join>
2. New members are probationary members for 1 calendar month.
3. Probationary members are required to pay the first month's dues as the application fee. This fee is refundable if membership is declined by either party. If the application fee is paid after the 15th of the month, the dues will be valid through the end of the next month.
4. Members must sign a waiver of liability and assume responsibility for their own safety.

Transferring Membership

1. In order to foster a sense of community among hackers everywhere, new members that are transferring from another hackerspace may request instant access.
2. If the leadership team of the other hackerspace can be contacted through their publicly listed contact information, and will unanimously vouch for the new applicant, then they will be granted keys during their probationary period to allow unsupervised access to the workshop.
3. At the end of the probationary period, the transferring member will be evaluated for membership as with any other probationary member, as described below.

Accepting New Members

1. Probationary members having completed 1 calendar month of participation in the group will be eligible for keyholder status.
2. The membership will be notified via email at least 5 days in advance of all probationary member's impending upgrade to keyholder status.
3. Any issues with probationary members should be communicated to the board directly.
4. Issues raised will be discussed by the board prior to deciding upon promotion of the probationary member.

Member Sponsorship

1. Member sponsorship is defined as one member paying the dues for another member. The sponsorship program is intended to provide affordable access to MS Makers' Makerspace facilities activities and resources. It can permit families to have an additional membership at a discount, as well as allow members the ability to sponsor people in our community who would benefit from access to MS Makers' Makerspace, but may not be able to afford membership directly.
2. Any member who pays dues at a non-discounted rate may sponsor one additional member at the sponsorship rate, as defined in the section on dues. Members may sponsor additional members with board approval. Determinations of additional sponsored members will be made on a case-by-case basis.
3. An applicant may sponsor another applicant to go through the probationary period concurrently.
4. The sponsored member will be a keyholding member pending approval of their probationary period.
5. The sponsorship may continue as long as the sponsor wishes to fund.
6. Sponsored members who lose their sponsor may continue their membership uninterrupted by paying the appropriate individual dues.

Reinstating Former Members

1. Former members who have resigned their membership on good terms and do not owe money or other property to the organization may be reinstated by the board without a probationary period if they were members in good standing within the previous 12 months.
2. Former members who have not been members in good standing within the last 12 months must undergo a new probationary period.

Probationary Member Limitations

1. Probationary members are expected to attend meetings and put forth effort to get to know the group.
2. Probationary members will only have access to the space during open house events or meetings when other keyholding members are present.
3. Probationary members will not have unsupervised workshop access.

Eligibility

1. Members must comply with the eligibility requirements specified in the [Bylaws](#).
2. Current members should be paired with new/interested party so they have a kind of mentor/sponsor. If no member steps up, the President should attempt to take the responsibility but may pass the responsibility on to another officer.

Dues

1. Membership fees are due on the 1st of every month and considered delinquent on the 1st of the following month.
2. The membership fee for individuals is \$50 per month. This fee provides membership for one person.
3. A sponsorship rate of \$35 per month is available. See section on Member Sponsorship for details.
4. A discounted rate for membership is available for students and seniors. The discounted rate will be \$20 per month.
5. In the event of financial hardship for a member, a special arrangement may be established with approval of a simple majority of the board. Special arrangements may not exceed six months in duration, and only one hardship exception may be granted to a member with any 12-month period.
6. The Board of Directors reserves the right to have the final say on any and all special arrangements.
7. Any special arrangements are made / held in confidence.
8. Failure to pay dues in the specified month will result in suspension of membership privileges, as specified in the [Bylaws](#).

Safety

1. Your safety is your responsibility
2. Proper safety precautions should always be exercised.
3. If safety is in question, stop until any safety concerns can be addressed.

Responsibility of Members

1. Members must act in a safe and responsible fashion at all times. Egregious acts that endanger yourself or others may be grounds for termination of membership.
2. Ensure that dues are kept current.
3. Members must be responsible for guests that they bring to the space or group-sponsored events. See policy on visitors below.
4. It is the responsibility of members to make sure that all guests to the space sign a waiver of liability before they use any tools or equipment.
5. Minors may be permitted in the space in the presence of their parent or guardian, or with a signed parental permission slip and waiver of liability.
6. Members must remember that education is the primary purpose of MS Makers. As such, regularly scheduled classes must take precedence over private and/or group projects. That does not mean that members are prohibited from working on projects during regularly scheduled classes. It does mean that members should avoid activities disruptive to the class during the scheduled time frame.

Suspending and Terminating Membership

Membership may be suspended or terminated from the organization for any of the following reasons:

1. Any reason specified in the [Bylaws](#) Articles and Sections.
2. Any egregious activity which results in the endangerment of the safety of members, the status of the organization, or the welfare its property, as determined by the board.
3. Using resources of MS Makers to knowingly violate the law, or knowingly violating the law while at the space or any event hosted by MS Makers.
4. Any activity judged by the board to be outside of the realm of acceptable behavior.

Drugs, Alcohol & Tobacco Policies

1. No illegal drugs or drug paraphernalia under any condition are to be present or used in the space, or at any function sponsored by the group.
2. Anyone obviously under the effects of drugs may be asked to leave the space, or any function sponsored by the group.
3. Use of alcohol must be limited to persons of age, no exceptions.
4. The use of power tools is prohibited for 12 hours after the consumption of the last alcoholic beverage.
5. Tobacco usage will be prohibited inside the space, or within 25 feet of the main entrance, operable windows, or HVAC air intakes.
6. At sponsored functions, members will be required to comply with all prohibitions of alcohol or tobacco set by our host.

Alcohol Probation

1. In the event that a member is observed violating the 12 hour prohibition on power tools after consuming alcohol, the following penalties will be applied:

Three strikes

1. First occurrence, 2 weeks no alcohol consumption or alcohol intoxication on site and surrounding area.

2. Second occurrence, 1 month no alcohol consumption or alcohol intoxication on site and surrounding area and 2 weeks of no usage of tools.
3. Third occurrence, go to board for further review. Membership may be terminated by a 2/3rds Majority of board members. Other, non-terminating punishments must pass a simple majority vote.
4. The board reserves the right for all decisions and actions taken pertaining to alcohol consumption or drunken conduct on site and surrounding area, as well as any event sponsored by the group.

Issues & Accusations

1. If an issue or matter between members cannot be resolved, those members can bring the matter to the board. It is then at the board's discretion to enact appropriate action for resolution of the issue.

Visitors

1. Non-Members are welcome to the space during regularly scheduled open house meetings or other open house events.
2. Any member providing their means of access to a guest without being present is subject to having their means of access removed permanently or for a period of time determined by the board upon review of the incident.

Solicitations

1. Any outside solicitations to group members must be board approved.

Extended Space & Dedicated Space

Use of Spaces

2. The entire space is divided into dedicated North MS Makers space and extended shared spaces.
3. Use of extended spaces is restricted to limited hours unless otherwise approved.
4. Extended space hours will be posted in the space.
5. Rules for obtaining approval to use the extended space and extended space equipment outside of limited hours will be posted in the space.
6. It is the responsibility of the member to fully understand the rules for extended space use.
7. A Policy and Procedures document will be approved and posted in digital form online as well as in physical form in the space; all members will be expected to know and adhere to the space policies and procedures.

Tools & Equipment

General Usage

1. Certain equipment may not be operable by anyone under the age of 21 as decided by the board on a per equipment basis
2. Certain equipment will require approval before members may use it. A list of the equipment and corresponding approvals will be listed within the space.
3. Tools should be used according to manufacturer's guidelines to ensure safety and prevent damage.
4. We encourage design, development, and prototyping, however, MS Makers' equipment or MS Makers' services- or equipment and services accessed through the MS Makers' agreement- should not be used for ongoing income generation. The board will be the final arbiter of what is or is not ongoing income generation if any question comes up.

Loaned Equipment

1. Equipment owned by the group may not be loaned to members or otherwise removed from the space.

Individual Owned Tools

1. Individuals may keep equipment at the space, subject to the approval of the board. The board will most often approve this; however, it may be necessary to limit the number of duplicate tools. The board may delegate this authority to a committee.
2. The tools may be used by other members, and risk of damage to equipment is assumed by the owner.
3. If it is feasible for the equipment to be added to inventory for insurance purposes then it will be included on the list while it resides at the location.

Projects and Storage

Member Storage Included with Membership

1. Members have the right to designate up to one storage space as their own in the member storage area. Members designate their space by clearly marking it with their name or other unique identifying mark.
2. One storage space is defined as a Sterilite 30 Gallon Tote (32 5/8 in L X 19 3/4 in H X 17 1/4 in W). Members may only store items in their marked storage area, or in their currently rented spaces, as described below. Do not leave projects or other materials in common areas.
3. Members may not store anything on top of the member storage shelving.
4. Items on the member storage shelves in unmarked locations are at risk of being thrown away.
5. The Sterilite Storage container will be purchased by the member wishing to have storage. The container must be of the designated color.

Rental Storage Spaces

Material Storage

1. The rental material storage rack is specifically designated for rental, and are intended to allow the storage of materials, tools, or other projects that are too large for member storage included with membership. Spaces in the general material storage racks may not be rented, and any material stored in them may be confused for general usage by other members.
2. The material storage spaces are roughly 5 feet by 1 foot in size, extending full height to the ceiling.
3. The rental period for a material storage space is one week, and no pro-rated time will be allowed. For administrative ease, rental periods will begin at midnight on Tuesday. Anyone not out of their space by 12:01 AM Tuesday will owe an additional week of rent.
4. The base rental cost of the material storage space will be \$2 per week.
5. If there is a waiting list for material storage space, the rental cost for all current tenants will increase by \$1 every week. There is no upper limit to the weekly rental costs.
6. If there is no waiting list at the beginning of a rental cycle, all rents will reset to the base rate for all tenants.
7. The board may reserve one or more rental spaces for group projects or other programs presented by the organization, at their discretion.

Hosting Fee-based Classes and Training

1. In order to promote education and learning of supported skills and to increase the MS Makers' role as a community asset, there will be allowed, opportunities for MS Makers' members to organize and conduct classes that may be hosted and/or sponsored/ endorsed by the MS Makers' Makerspace.
2. Any class being hosted, sponsored or endorsed by the MS Makers' Makerspace or any of its' named facilities (such as the Tech Dojo), will be approved by the board of directors through an application of intent to host a class.
3. Any application to host a class that is not approved will be accompanied by a document or email that explains why it was not approved. Any reapplications for the same class must include this explanation and cite how the disapproved issues were resolved.

4. Any member having the appearance of hosting a fee-based class within the MS Makers' facilities or using the MS Makers' spaces, resources, or name will be subject to a review and possible membership termination. In instances where money was collected in the name of MS Makers' further action may be taken.

Application to Host

5. An application of intent to host a fee-based class may be obtained, completed and submitted through the Msmakers.com website <http://msmakers.com/instruct>.
6. Only MS Makers' members may submit an application to host a fee-based class.

Requirements of fee-based classes and class instructors

7. A good-standing permanent member may sponsor an instructor who is not currently a member of the MS Makers' Makerspace.
8. The member receiving approval to host a fee-based class must be present or arrange the presence of a good-standing permanent member for 100% of the classroom time that takes place on MS Makers' properties, rented spaces, or any space understood to be provided by MS Makers' or procured under the MS Makers' name or any of its facility names (such as the Tech Dojo).
9. There will be a division of fees and responsibilities outlined and agreed to within the application process.
10. The board reserves the right to special requirements and all decisions and actions taken pertaining to fee-based classes hosted on site and through the MS Makers' name or any of its' facility names.
11. The board reserves the right to host fee-based courses on behalf of the space or any of its members to benefit the purposes of the space.