

SCOV Woodshop Shop Rules and Procedures

www.scovwoodworkingclub.com/shop-rules-and-procedures.html

- Normally, and when a monitor is available, the shop is open every Monday through Friday from 9:00 AM to 4:00 PM.
- Members entering the shop are asked to sign in on the sheet provided at the front entrance of the shop. When entering the shop to work, the member should be prepared to prove to the monitor that they are a club member and that they are current on the dues.
- Normally, the following tasks must be performed with the assistance of a monitor: Replacing bandsaw, table saw and compound miter saw blades; Installing and removing a dado set on a table saw; Replacing a brake on a table saw; Bypassing the brake system on a table saw; Replacing abrasives on a sanding machine. Members may perform these tasks without the assistance of a monitor only after receiving training in the task and demonstrating that they can perform the task.
- **Members are expected to clean up on and around a machine and their work areas after they are done using them.** Please be considerate, and do not leave it to another member or monitor to clean up after you. Also, if a member changed the configuration of a machine (changed saw blade, installed dado set, installed router bit, etc.) to perform a task, that member is expected to return the machine to the previous configuration before leaving the shop.
- When using a machine that is connected to the dust collection system, ensure that the gate valve is open, and that the valve is closed when you are done with the machine. This does not apply to the jointer and surface planer. Gates to those machines are always open.
- Under normal circumstances, a member's materials and projects cannot be stored in the shop. There is insufficient space in the shop to accommodate this. Check with the monitor if you need to leave something overnight or for a short time during the day. If something is to be left overnight, the owner should attach a note showing the owner's name and phone number.
- The club does not provide lumber and finishes, however, members are welcome to use the unmarked wood scraps in the storage shed. Some wood in the shed may be marked with a price. Members may purchase those items through the monitor or a club officer. Proceeds of these sales are deposited in the club's treasury.
- The club provides glue, router bits (limited to what is in the bit storage rack), saw blades, dado sets, a limited variety of drill bits, sandpaper and the specialized abrasives for the sanding machines to Woodworking Club members. Non-members using the shop must provide these items at their own expense. Members may use their own tools and materials if they desire.
- **Members who want to use the bandsaws for cutting logs or exotic, abrasive woods like teak, must use their own blade.** When cutting logs, the log must have a true, flat side that will rest on the bandsaw's table or be securely attached to a sled or fixture to ensure stability. An unsupported log can roll causing injury to the operator and/or damage to the machine. The log, sled or fixture must be fully supported by the table at the blade.
- **None of the sanding machines shall be used for removing finishes such as paint, polyurethane, varnish, etc. from wood.** Trying to remove such finishes will ruin the machine's abrasive and will require the replacement of the abrasive. This is very costly for the club. Sand bare wood only. Sanding of wet, oily and resinous woods is also likely to load up the sandpaper and must be avoided. Also, do not use sanding machines to remove paper from the bottom of turnings.
- **Do not use the planer and jointer on man-made products such as plywood, particle board, MDF, etc.** The adhesives in these products will cause rapid dulling of the cutters. Also, do not run wood with paint and other coatings on these machines. Paint and some other types of coatings contain highly abrasive particles that will lead to the rapid dulling of cutters. Also, paint will hide metal fasteners in the wood that can damage cutters. Before running any wood on these machines, ensure the wood is free of coatings, dirt, debris and metal. Read and comply with the sign posted above the planer.

- **Attempting to cut material that is electrically conductive on the SawStop table saws or allowing a metallic item such as a miter gauge to contact a spinning blade, is likely to activate the safety braking system.** Wet wood, wood with certain coatings, treated wood, aluminum and material having a metallic component or layer are examples of electrically conductive material. Always consult a monitor or knowledgeable club member before cutting questionable material. **A member who activates the brake system for any reason is responsible for reimbursing the club for the cost of replacing the blade and brake cartridge.** The replacement costs of a brake and blade are written on the brakes and blades.
- None of the machines in the shop shall be used for cutting ferrous metal.
- All club and association owned tools, materials, supplies and equipment must be used only within the confines of the woodshop. The loaning and removal of these items for use at other locations is against club policy.
- **Persons who damage equipment through carelessness, improper use or disregard of posted or published procedures may be charged for the cost of repairs and replacement parts.** Examples of such damage include, but are not limited to, ruined sanding machine abrasives, ruined saw blades, damaged carbide cutter segments in surface planer and jointer and damaged bench grinder wheels and miter saw blade guards.
- **Only monitors are authorized to work in the woodshop during other than the normal times, i.e. 9 AM to 4 PM, Monday through Friday.** However, for safety reasons, a monitor is prohibited from operating woodworking machines unless they arrange for another person to be with them in shop while they are using the machines. That person need not be a Woodworking Club member but must know how to summon help if needed.
- Arts and Crafts facilities are intended for use by SCOV members for the express purpose of pursuing and encouraging hobbyist activities. The use of these facilities is NOT intended to promote or enhance commercial gain. All clubs and individuals are subject to the Gift Shop Rules and Regulations. (SCOV Revised Club Rules, Regulations & Procedures December 14, 2017)
- Clubs may sell hobbyist supplies to members at reasonable rates as long as any profit derived is returned to the club. Individual club members are not allowed to engage in internal resale activities (including hobbyist supplies) which result in personal monetary gain. (SCOV Revised Club Rules, Regulations & Procedures December 14, 2017)
- The sale of merchandise created on SCOV equipment shall follow the guidelines outlined in Board policy OPR-008 – Merchandise and Service Sales on Association Property. (SCOV Revised Club Rules, Regulations & Procedures December 14, 2017)