



Woodshop Committee Meeting Agenda

Date: March 7, 2020

Time: 12:00 PM

Location: Lecture Hall

Attendance Sign In

Name

Email

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1. Review and approval of minute from previous meeting
2. Chair/Vice Chair discussion
3. Schedule Next Committee Election
4. Discuss Signage for Shop
5. Finance report
 - a. Major Expenses
 - b. Repair Expenses
 - c. Purchasing Plan
6. Training Schedules and Needs
 - a. Classes Schedule
 - b. Class Description
 - i. Class Demand, Wish,
 - ii. Instructor Availability
 - iii. Instructor Development
7. Equipment Status
 - a. Equipment
 - i. Repair Status
 - ii. Maintenance Status
 - iii. Wish List
8. Consumables Management
 - a. Supplies and replenishment
 - b. Notes
9. SIG Reports
 - a. MultiCam
 - b. Lathe and Turning
 - c. Pen Turning
10. Edit Wiki for Woodshop
11. Expansion Discussion (general)
12. Work Plan
 - a. Change Jointer Blades
 - b. Clean Felder, remove panel, remove filters and blow out
 - c. Change filter on Overhead Blow off Dust and general clean up
 - d. Polish and Wax Beds for Jointer/Planer/Profile Sander

13. Future maintenance

- a. Standby Spoil board x2 for Multicam
- b. Cabinet Organization
- c. Sandpaper organizer

14. Project opportunities (volunteer)

- i. Lathe Walls
- ✓ ii. Kaizen Foam lathe cabinets (Pen Turning to be completed)
- iii. Organize Turning tools.
- iv. New Sanding Table
- v. Table Saw Organization Cabinets
- vi. Bandsaw Fence storage
- vii. Cabinet Organization
- viii. Festool Cabinet out of drawers
- ix. Workshop work bench area organization
- x.

15. Next Meeting - Propose 4/4/2020

16. Adjourn