



North Balwyn Community Men's Shed

Member – Australian Men's Shed Association



Welcome to North Balwyn Community Men's Shed Inc.

New Member Information

This letter is to introduce you to the “Shed” and enable you to understand our operations so that you will quickly feel at home.

When you arrive, one of our members will sit with you and run through this fact sheet, answering any of your questions. We also have a check-list that we will complete with you to keep on record.

At the end of the induction process we will ask you to sign a declaration that you agree to follow our rules and regulations.

We keep a number of these kits on hand so you can refer back to it at any time and you are welcome to take a copy home with you. We hope you find your time here rewarding and enjoyable.

You may have joined the shed as a venue to meet other people or simply to chat and enjoy each other's company. You may be interested in taking part in one or more of our projects or bring projects along yourself. Whatever the activity, the health and safety of all participants is the most important responsibility that we all share.

Times of operation

Workshop hours are currently Mondays, Thursdays and Fridays from 9.30 am to 1.00 pm.

Tea and Coffee etc. are provided, so please help yourself.

What is a Men's Shed?

Men's sheds are springing up all around Australia and the world. At last count, there were 1,000 registered sheds in Australia. The modern men's shed is an updated version of the shed in the backyard that has long been a part of our culture.

They spread from Australia and became popular in Ireland, the UK, Canada, New Zealand and they're even springing up in the USA, where they are referred to as 'Man Caves'.

Good Health is based on many factors including feeling good about yourself, being productive and valuable to your community, connecting with friends, and maintaining an active body and mind. Becoming a member of a men's shed gives a man that safe and busy environment where he can find many of these elements in an atmosphere of old-

fashioned mateship. Importantly, there is no pressure. Men can just come and have a yarn and a cuppa if that's all they're looking for.

Shed members come from all walks of life. The bond that unites them is that they are men with time on their hands who would like something meaningful to do with that time.

Because men don't make a fuss about their problems, these problems have consistently been either ignored or swept under the mat by both our health system and our modern society. It's time for a change and the men's shed movement is one of the most powerful tools we have to help men to once again feel valued and be recognised as valuable members of our community.

Our goals

The objectives for our shed are to advance the health and well-being of our members by providing a safe and happy environment where skilled and unskilled men can, in the company of other men and,

- Pursue hobbies, pastimes and interests
- Learn new skills, practice and pass on old skills
- Learn about their own and other men's health and well-being

About us

North Balwyn Community Men's Shed Inc. (NBCMS) is an independent incorporated body registered with the Australian Taxation Office, the Australian Charities and Not-for-Profit Commission, and Consumer Affairs Victoria. It's a member of both the Australian Men's Shed Association, and the Victorian Men's Shed Association.

NBCMS was sponsored by the Rotary Club of North Balwyn, in association with the City of Boroondara. As most of us are retired and maybe on a fixed income, we understand there will be times when we all will be a bit short of money. For that reason, the attendance fee is a system of "money in the jar".

To meet ongoing cost associated with running the Shed, there will be times when we conduct fund raising activities and raise money in the following ways:

1. We have a Membership Fee set at the AGM which is currently \$25 per annum payable by the 28th February annually. We also charge an annual fee to cover the per capita cost of insurance. This is levied on a per member basis and is approximately \$20 per annum, per member.
2. New members joining after the 1st of February each year.
3. Attendance Fee: We have a \$3 attendance fee required each time you attend. This fee is subject to our key rule, "we would rather have you than your money".
4. Sales: Some of the work we may do in the future is sold and the income raised is retained to help defray expenses or purchase supplies.
5. General fundraising: From time to time we have special fund raising efforts such as BBQs.
6. Grants: We are always on the lookout for grants, donations and sponsorship money where applicable.
7. We are grateful too for the on-going support we receive from the Rotary Club of North Balwyn.

Safety

Safety is of paramount importance for all members. You are not working alone as you would in your own shed, so we need to consider the shed as a workplace and adopt appropriate safety procedures. You will be expected to read and understand the contents of “Rules, Policies and Procedures” and “Code of Conduct”. Please refer to the safety sheet on the website.

Meeting room

The meeting room is a place to mingle over a tea or coffee and a muffin, and chat about matters large and small. Many shed members attend for this experience alone, and if you have no great interest in the manufacturing hub next door, you are still most welcome.

Orientation

Your shed supervisor will orientate you to the space and the following items will be covered:

- Electrical isolation switch and its use
- Toilet location
- Location of sign-in & suggestions books, plus the donation box
- Location of items for morning tea/coffee & cake/biscuits
- Location of cups/mugs and general housekeeping responsibilities such as
- What’s required to keep the place clean including dish washer stacking and wiping benches and tables, etc.

The workshop

Talk to the shed supervisor who will either assign a project to you or ask you to assist another member with an on-going one. You may of course, wish to undertake a project of your own and this is okay but please discuss what you wish to do with the shed supervisor first.

If machine room equipment will be required, you will first need to be assessed on your ability to use such equipment in a safe manner. Hand tools are located on the shadow-board but the cupboards also contain a myriad range of equipment. Make yourself familiar with the contents of each cupboard, including the power tool cupboard. You may also be asked to demonstrate your ability to safely handle and use any or all of those power tools.

To ensure the continued serviceability of our equipment, it is vital that;

- When you finish with a battery drill, for example, check with the supervisor regarding the need to charge the battery. Some batteries (e.g. Ni-Cad) should only be charged when the battery has run down, whereas the newer technology uses Li-Ion batteries which can be ‘topped up’ whenever required.
- If you break a drill or if a drill is blunt, let the supervisor know so that corrective action can be taken. We won’t charge you for a broken drill bit but we do need to replace/sharpen it for the next time it is needed. Accidental breakage of equipment is inevitable and doesn’t just apply to drill bits; think router bits, hacksaw and jigsaw blades and even power saw blades can lose carbide tips or

become blunt and burn wood when cutting. Tell someone, if there's a problem, preferably the shed supervisor.

Clean-up

- At all times you should leave any space or equipment in the condition you would like to find it in. When you've finished using a machine, check if sawdust needs to be vacuumed from the floor and/or from the machine itself. Part of your introduction to the machine room will also be the cleaning of the disc and belt sander abrasives.
- All tools are to be put away in their designated area.
- Before leaving the workshop, it is important from a safety viewpoint as well as being common courtesy, for you to clean up your mess from bench tops, equipment and the floor. Brooms and bins are provided and, should a bin be full, empty the bin contents for land fill rubbish collection.
- Off-cuts of wood are to be disposed of either by placing in a rubbish bin provided, or if too large, discuss the issue with the shed supervisor.

MEMBER DECLARATION

I have read all of the information contained in this North Balwyn Community Men's Shed Inc. introduction and information letter.

I fully understand my responsibilities in regard to safety.

I agree to abide by the rules and procedures including the Safety Procedures and Code of Conduct.

I agree to do all that is required to ensure that the health and safety of all people in this shed is protected, whether that person is a member or not.

Signed (member)

Print Name:

Date:

Signed (Witness)

Print Name:

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