

Expectations and Responsibilities

Waukesha Makerspace is a 501(c)(3) nonprofit run entirely by volunteers. There is no staff cleaning up after people or fixing things behind the scenes. The space works because members look after it and each other. This page sums up what that means for you.

Our mission

- Make tools, education and space accessible to all.
- Empower people to learn, share and create.
- Foster a kind and collaborative community.

Be safe

- **Get trained first.** All corded tools require training before use. Even experienced pros must complete training on certain equipment. See **How Certification Works**.
- **Inspect before you use.** We are hackers at heart, and equipment here may be modified beyond its factory state. Always assume a tool has been altered and check it thoroughly before use. Training gives you the inside scoop on how our tools differ from ones you may know.
- **Wear the right PPE.** See **Personal Protective Equipment** in Shop Safety.
- **Never use power tools while impaired:** after drinking alcohol, when drowsy, or otherwise not at your best.
- **Speak up.** If you see something unsafe, say something, kindly. We are all here to learn and keep each other safe.
- **Working alone is allowed,** but let someone know you are in the space, especially if you are doing something that could be dangerous. A post in #general on Discord works. See **Working Alone** in Shop Safety.

Take care of the space

- **Clean up after yourself.** Leave every area as good as or better than you found it.
- **Empty full trash cans,** and take food and food waste out of the building with you. See **Trash, Recycling and Hazardous Waste.**
- **Label everything you leave behind** with your name and the date. Anything left without a name is considered community property and may be used, moved or repurposed.
- **Store things only in designated areas or on carts,** and keep walkways clear. If a project is big, put it on wheels so others can move it. See the **Storage Policy.**
- **Keep the building secure.** WMI is not open to the public. Never leave doors unlocked or propped open.
- **Take initiative.** If you see something that needs doing, do it.

Respect each other

- Everyone is learning. No judgment.
- Assume good intent, and be patient and helpful.
- Many people in makerspaces are neurodivergent in some way. Personalities can clash even when everyone means well, so practice patience, empathy and clear communication.

Follow the shop rules

The full list of what is and is not allowed is in **Facility Use and Prohibited Activities** in the Shop Rules book. A few that new members most often ask about:

- No making guns or gun parts.
- Guests may tour but may not use any equipment. See **Guests, Family Members and Pets.**
- Tools may not leave the building without prior board approval.
- Donations of tools, equipment or materials must be approved by an area coordinator or the board **before** you bring them in. Do not drop off unapproved items.

Pay your dues and keep your profile current

Dues keep the rent paid, the lights on and the tools maintained. Manage your membership, payments and contact details in your member profile at waukeshamakers.com. Current rates are

always on the website. For help, email info@waukeshamakers.com.

Pitch in

This community only works if people help it work. Volunteers lead orientations, trainings, cleanups and events, and volunteering is a great way to meet people and build skills. Everyone has something to share. Ask in [#general](#) on Discord or talk to a board member to get involved.

Revision #2

Created 2026-10-22 17:44:55 UTC by Kerr, Casey

Updated 2026-10-22 17:46:35 UTC by Kerr, Casey