# Task Force overview

* Meeting Basics
	+ Cell phone
	+ No Roberts' rules, just interject. Raise hand if necessary
	+ Minutes taker - spread around if nobody volunteers, email within a few days please.
	+ Working task force. Some work will be expected outside of our meetings.
* What is a makerspace?

# Task Force Deliverables

1. Marketing documents
	1. Content (What is a makerspace, who does it serve, etc.)
	2. Format (Pamphlet, video, etc.)
2. Recommendations on decisions
	1. Which scopes and tools (pottery/kiln, electronics/oscilloscope, painting/easels, bucket of Legos, etc.)
	2. Which spaces (open table space, audio booth, photo/video room, computer lab, storage closet, etc.)
	3. Events (Appliance autopsy, speakers, Blugold Beginnings, etc.)
	4. Training (on demand, sessions, for community)
	5. A name. “Makerspace” is a description, but what do we want as a name? The public library, for example, went with Dabble Box.
	6. Location
		1. Staged implementation (start small then move) or start big in final location
		2. Where (LPS office, Gov Pubs, basement, tech services)
	7. Staffing (Student group, Lib staff, LTS staff, paid students)
	8. Fees (monthly fees, project fees, no fees)
3. Budgeting
	1. Initial
		1. Tools/Equipment
		2. Room Construction/Re-configuration
		3. Furniture
		4. Starting materials
	2. Ongoing
		1. Maintenance
		2. Staff
		3. Materials
4. Funding sources
	1. Grants
	2. Donations from businesses or organizations
	3. Foundation
	4. Campus support

Resources

* Print (I’ll bring these books in case anyone wants to take them for a 2-week period)
	+ Worlds of Making. Fleming, Laura
	+ Free to Make: How the Maker Movement is Changing our Schools, our Jobs, and our Minds. Dougherty, Dale
* Online
	+ 40 examples of makerspaces and details of how they work ([LINK](http://make.xsead.cmu.edu/knowledgebase/spaces/))