

Arizona Woodturning Association Kundrat Learning Center (KLC)
Usage Rules
(Revised March 1, 2023)

- 1. General.** The Arizona Woodturners Association's Kundrat Learning Center (KLC) was established in 2021, through the generosity of Diane Kundrat, in memory of her husband, Mickey Kundrat.
- 2. Purpose.** The Center operates for the purpose of teaching the techniques and processes for woodturning.
- 3. Use.** It will only be available for Arizona Woodturners Association member-scheduled classes, training, mentoring, demonstrations, charity-focused turning events (e.g., Beads of Courage), or meetings, as approved by the Board of Directors or Kundrat Learning Center Committee. It will not be used as a walk-in workshop.
- 4. Oversight and Administration.** All KLC activities will be overseen by the Board of Directors-appointed Kundrat Learning Center Committee.
 - a. The Committee Chair(s) has/have been delegated the authority to determine the size and composition of the committee.
 - b. The KLC Committee will maintain, and distribute to the Board, a list of KLC Committee members. Board approval of this list is not required.
 - c. Additionally, the Committee will be responsible for:
 - i. organization, maintenance, and procurement of equipment to operate the KLC.
 - ii. development, distribution, and enforcement of rules for the safe operation of the KLC.
 - iii. identification and training of KLC Monitors. (See below)
 - iv. maintaining and distributing a list of approved Monitors to the Board of Directors and ensuring that a list of approved Monitors is posted on the AWA web site. Board approval of Monitors is not required.
 - v. development of a checklist to assist Monitors in performing their duties.
 - vi. oversight of the scheduling process-through the Board- appointed scheduler. (See below)
 - vii. KLC hours of operation and utilization frequency.

5. Scheduling, Access, and Hours of Operation.

- a. The AWA Board will appoint a KLC Scheduler(s) to coordinate events, secure required approvals, and maintain a website calendar for the KLC.
- b. Individuals wishing to use the Kundrat Learning Center must secure the participation of a KLC Committee-approved Monitor and a usage date, time, and duration from the Scheduler(s) appointed by the Board.
- c. Any time the Kundrat Learning Center is being used, a Monitor, approved by the KLC Committee will be present.
- d. The monitor may be the person doing the training.
- e. The "Scheduler(s)" will annotate the schedule with name and contact information for the requester, the date, time, purpose, and duration of the utilization as well as name and contact information for the Monitor who will be overseeing the scheduled event.
- f. The Scheduler will issue the designated Monitor a one-time code for the lock box, located adjacent to the KLC door once the event is properly scheduled.
- g. **Hours of Operation:** (Set up for classes may begin 1 hour prior to the hours of operation and clean up must be completed not later than 30 minutes after the hours of operation)
 - i. Monday to Friday... 9:00 am to 9:00 pm
 - ii. Saturday...9:00 am to 9:00 pm
 - iii. Sunday 10:00 am to 6:00 pm.

6. KLC Monitors.

- a. **Role of the Monitor:** Assure that the Kundrat Learning Center is used in accordance with these Rules and the Safety Requirements formulated by the KLC Committee and approved by the Board.
- b. **Qualifications of the Monitor.** All Monitors must:
 - i. be a current member of the Arizona Woodturners Association.
 - ii. be an individual who declares themselves to be an experienced turner.
 - iii. be an individual who acknowledges in writing that they have read and understand the approved KLC policies and safety requirements.
 - iv. have completed an in-person tour of the facility, conducted by a member of the KLC Committee, and demonstrated a knowledge of the operation of all KLC woodworking/turning equipment, location of safety equipment, operation of the heating and cooling system, an understanding of the electrical system, cleaning expectations, and lock-up procedures.

c. Duties of the Monitor. The monitor will:

- i. arrive early to open the KLC.
- ii. ensure all participants provide a signed waiver of liability prior to the operation of any onsite equipment.
- iii. ensure participants adhere to these policies and comply with all applicable safety requirements,
- iv. ensure all materials and lathe accessories are returned to their appropriate storage location and that all KLC-owned turning tools have been resharpened to their original grind and properly stored.
- v. assist in cleaning up, after their session, and that the trash and recycling are removed from the KLC.
- vi. report any equipment malfunctions, or maintenance requirements to the KLC Committee.
- vii. report any injuries to the KLC Committee.
- viii. lock up afterwards.
- ix. **The monitor in attendance has the final say on any safety issues, questions, concerns, or disputes, during KLC activities.**

7. Fees. The KLC Committee may, at its discretion, establish a fee structure for KLC use or impose a fee for participation in an AWA training event to cover the cost of class materials and/or demonstration by professional turners.

8. Parking. No parking on the street (Ivanhoe), in front of the house, or the west end of the house

- a. There is room to park up to 10 vehicles on the gravel, in front of the KLC and in front of/adjacent to the RV Garage.
- b. Parking is allowed in front of the RV garage, but the facility may be in use and require those parking there to reposition their vehicle, during the ongoing training session.

9. Additional Restrictions.

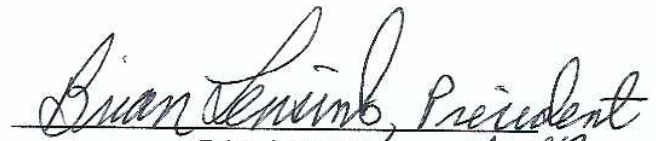
- a. Training activities, occurring in the KLC, are limited to no more than 10 attendees.
- b. Club activities, involving more than 10 people, must have a parking plan coordinated and approved by the property owner and the Association's Board of Directors.
- c. Only non-toxic woods may be used for KLC turning projects. The KLC monitor will be the final authority concerning the toxicity of the wood and its use at the KLC.
- d. No smoking in the KLC or on the Kundrat property

10. Participant's Responsibilities. Participants will:

- a. adhere to these rules and all AWA safety standards-published separately.
- b. provide their own turning tools and (ANSI) 287+ face shield and safety glasses, whenever possible.
- c. participants may coordinate with their instructor or Monitor to see if KLC-provided equipment will be available for their use.
- d. participant will resharpen the KLC-provided turning tools they use, to their original grind, and return them to storage before they depart for the day.
- e. comply with the directions of the monitor and trainer.
- f. clean-up. Assist with clean up, following the training session.
- g. personal items. Remove any personal items from the KLC, before departing at the end of the scheduled training.
- h. personal items, not removed at the conclusion of training, will be disposed of, as appropriate.

11. Rule Publication, Posting, Revision or Modification.

- a. The AWA Board will ensure that the KLC policies and safety rules are published on the Association's web site and in the Association's newsletter, upon initial adoption and whenever there is a revision or modification to the rules.
- b. The KLC rules will be prominently posted in the KLC.
- c. The AWA Board reserves the right to revise or modify these rules without advance notice to the AWA membership.


Brian Lensink, President
AWA
President