



Where people come to make things
and help others make things
in a 24/7 workspace

Tour Talking Points

YOU have the right to refuse to give a tour to anybody not wearing a safe mask. Or stop the tour anytime you feel unsafe.

Introductions	3
Personal intro	3
Org Intro	3
Tour Intro	3
Co-Working, Textiles, and Oakland Community PPE	4
Textiles	4
Laser	5
Storage	5
Metal Working	5
Clean Fabrication	5
Electronics	5
3D Printing	6
Wide format printer	6
Workshops	6
Front	6
Back	6
CNC Router	6
General Information	7
Social Contract	7
Membership	7
Contribution expectations - ALL MEMBERS	7
Privileges	7
Rates	7
ACE Mission	8
FAQ	8
Joining ACE	8
Storage	8
Classes	8
Certification	9
Guests	9
Pets and Children	9

Forward

Thank you for giving the tour. It is an amazing contribution that goes a long way to keeping ACE healthy and sustainable.

Everyone who gives the tour finds their own cadence for delivering information. Also each tour group may be a little different. Find the right balance that works for you yet sets good and accurate expectations with prospective members.

Introductions

Personal intro

- Say who you are and that you are tonight's host
 - How long you have been with the org
 - Title if any
 - Thing you like to do/make here

Org Intro

Optional

- Formerly Ace Monster Toys (AMT)
- 10 years old
- Member supported 501c3
- Volunteer Run
 - So when you ask somebody do to do something for you here treat them like you are asking a personal favor... cause you are
 - ACE only works because everybody contributes.

Tour Intro

- Explain this tour will be a walk and talk
 - We have organized our space by tools, areas, and programs (TAPs) spread across 6 distinct workspaces.
 - Laser cutting
 - CoWorking, Textiles
 - Electronics, 3D Printing
 - Workshops Front and Back
 - Metal and Project Storage
- Explain that it is an introduction and not a deep dive on any area
 - Great class every month on how to get the most out your membership called How ACE Works
- Question are great and we will do our best but if they still have questions email officers@acemakerspace.org

Co-Working, Textiles, and Oakland Community PPE

Suite 206

- Expect “cafe” like atmosphere when it comes to sound. People will hold meeting chat and so on. If you need absolute quite this is not the place for you.
- Bright natural light
- Basic member Storage - Tagged (included in membership)
- Chill shared environment
- 3 hot desks safely spaced out
- WiFi
- Basic office equipment
- Honor bar with snacks and drinks
- Configurable tables and chairs
- Ceiling mounted projector
- Sleeping... no!
 - Disco nap = 45 min. Or less
 - Anything more than disco get a Lyft and go home

Textiles

- Juki 735 5-thread Coverstitch serger
- Pfaff 145 Walk foot machine
- Straight stitch machines (3)
- Full complement of tools
- Cutting mats
- Extra large cutting tables
- Thread and basic fabrics
- Random awesome notions
- Leatherworking Tools
- Regular Sewing 101 and Leatherworking classes
- Textile Tuesday's
- Sewing lab on the last Tuesday of the month

Laser

Suite 113

- 100 Watt CO2 Infrared Laser
- 1200mm by 800mm laser bed
- Regular classes and training - REQUIRED FOR USE
- Low cost at 50¢ a min. (firing time)
- Membership required
- Pack out your trash
- Basic member Storage - Tagged (included in membership)
- Explain all untagged materials in the bins are fair use
- Suitable for wood, fabric, acrylic, etc.

Storage

- Bike Storage
- Basic Member Storage (included in membership)
 - Explain how red and blue tags work
 - Dibs if you covet things
 - We won't call you
- Limited large project storage
 - You can keep projects here but not tools, supplies or obtainium.
- Flex Space for glues ups and larger projects
- Lockers for \$5 per month
- Limited storage for members in several areas of the space

Metal Working

- Little Machine Shop HiTorque Mini Mill
- Jet 9x20 Metal Cutting Lathe
- Metal band saws

Clean Fabrication

Suite 214 upstairs

General amenities include:

- Printer Desk
- Office Supplies, printer
- Honor Bar

Electronics

- 3 Complete workstations
- Digital Oscilloscope
- DC Power Supply

- Microscope
- Parts Bins & Consumables
 - Explain the empty a bin / fill a bin policy that is true throughout much of the space
 - Show the code on the shelves

3D Printing

- Prusa i3 x2
- Simplify 3D
- Filament currently free but that will change when the donations of filament stop

Wide format printer

- One of two machines at Ace with a fee
- \$1 per square foot, honor system, pay online

Workshops

Front

- Jointer, planer, table saw, router, drill press band saw
- Point out info packs on big tools
- Small scrap storage on wheels
- Point out fire-safe storage of flammable stuff
 - Emphasize improper storage of hazardous material is the way to get the boot
- Point out safety gear and first aid
- Explain pack it out policy and point to free garbage bags
- Anything that can hurt you requires certification (see FAQ for more details)

Back

- Miter Saw, Sanding station, Lathe
- Horizontal and Sheet good storage
- Point out the last two bins in sheet good storage is paid storage

CNC Router

- Custom built router
- Must take our class
 - Class includes file preparation and machine use

General Information

Social Contract

- No tolerance for big bigotries or violence
- Don't be a jerk = transparency and respect
 - Respect = Respect yourself, others and the space
 - Transparency = Say what you are going to do, do what you say, and when it changes say that too.
 - Okay to ask about safety
 - Story: Tell story of seeing somebody using power tool and asking about safety glasses
 - No 'Splaining rule
 - Tell story of excited subject matter expert asking permission before sharing info with another member
- Emphasize coming to ACE Member Orientation to learn the technical and soft skills to have the best experience in the ACE Community

Membership

Contribution expectations - ALL MEMBERS

- Pay dues on time
- Complete a monthly task, be a steward, or be on a stewardship team

Privileges

- 24/7 Access
- Unlimited guest privileges (SUSPENDED DURING COVID)
 - MUST sign a release of liability
 - Scenario 1: A teacher can host a group of students to tutor
 - Scenario 2: Hold a meeting or workgroup with friends
 - Scenario 3: Bring your SO when you work
 - Minors must be accompanied by an adult at all times
 - Social Contract applies to your guests' behavior as if they were you

Rates

- \$120 Premium
- \$95 Standard
- \$70 Starving (requires application process)
- \$45 Scholarship (requires application process)
- Monster Corps
 - 8 hours a month
 - Some training provided
- Scholarships

- Class scholarships available on a limited basis

ACE Mission

Promoting and encouraging technical, scientific and artistic skills through social collaboration, education, and individual projects.

- Roughly ACE serves 215 members (160 active at any one time and growing)
- ACE Members host an estimated 390 guests a year
- ACE offers 385 classes a year
- 670 people from the public attend our classes per year
- We give 40 class scholarships
- We provide 35 subsidized memberships

FAQ

Joining ACE

Q: How do I join?

A: Join online

Q: How do I get a fob?

A: Buy a fob now OR come next week at the tour to pick one up. You can make an appointment to pick one up by emailing officers@acemonstertoys.org

Q: How long does it take to sign up?

A: If you fill out all the steps? About 24 hours depending on class availability

Storage

Q: Where can I store things?

A: You can only store your projects / materials in the designated areas. If you need to let something big dry overnight, work with the steward to find a good place for very short-term storage. Always let people know if you have to leave something out. (Slack message AND a note on the project). It is considered good form to let people know *before* you do it, not after. And mind the event and class schedules please.

Q: Can I rent dedicated storage?

Y: Yes

Classes

Q: I need a class but don't see it on the calendar. How can I request a class?

A: See the wiki for how to request a class. Mostly you need to do the cat herding to guarantee 3 students to get a instructor engaged.

Certification

Q: How to I get certified for a tool?

A: Attend a class or test out:

- Competency classes every month
- The experienced users can test out but it is hard to find somebody to volunteer to test you and is a big ask. This is very rare.
- Most classes open to the public
- Priced to be affordable

Guests

Q: Can I bring my 30 person circus team to ACE?

A: Yes after COVID, but follow the good practices of communicating on Slack that 30 folks are coming in to do a thing.

Pets and Children

Q: Can I bring in my child?

A: Yes After COVID. But use common sense. This is an industrial environment that is not suited to very young children. Toddlers and babies must be in your control at all times. You must be with all of your minor guests at all times. You must sign a release of liability for all minor guests.