

New Member Information

AIMS

- By education and demonstration to promote and increase interest in wood turning and to develop skills in all areas of wood craft.
- To provide fellowship and encouragement of kindred spirits.

MEETINGS: General meetings are held on the third Saturday of each Month (except December) commencing at 12.30pm at the workshop, 96 Packham Street, Shepparton.

The Annual General Meeting takes place immediately prior to the August General Meeting. Annual subscriptions are due at the AGM. A monthly newsletter is published and is available to all members via e-mail or on our website.

ACTIVITIES:

- Annual Wood Show – last weekend of October
- Fundraising: Bunnings BBQ, raffle stalls
- Visits to other clubs and members workshops
- Annual bus trip to Melbourne “Melbourne Timber, Tools and Artisan Show”
- Demonstrate at “Kidsfest” and the “Shepparton Show”
- Demonstrations at local and surrounding venues, markets and shows.
- Toy Production (toys are donated to local charities at Christmas time)
- Manufacturing of Club raffle prizes for the annual raffle
- Club Members Christmas Party

CLUBROOMS: A charge of \$1.00 is levied for a cup of tea/coffee and two biscuits, available in the club kitchen. Soft drink is also available for \$1.00 a can. It is a ‘help yourself’ and clean up afterwards system.

The Clubrooms are open;

Tuesdays	9:00am to 12:00 noon
Wednesdays	6:00pm to 9:00pm
Thursdays	9:00am to 12:00 noon
Saturdays	9:00am to 12:00 noon

INSURANCE: Following normal practice of all woodworking clubs throughout Australia, the Club’s insurance policy insures against third party accidents or hurting a member of the public during demonstrations. Personal insurance is included in all membership fees and covers individual members for accidents that occur in the clubrooms.

FIRST AID: There is a defibrillator on site located on the outside of the office wall. The first aid kit is inside the office, please see signage.

SAFETY: The Club takes safety seriously, please ensure you use eye and hearing protection when using any machinery. Long hair and long beards should be tied back.

WORKSHOP: We have a fully kitted out workshop with many industrial quality machines. Members are able to use all club machines and tools once they have been given instructions pertaining to each machine, under supervisor's instruction.

A fee of \$5.00 is required per session to cover consumables and machine maintenance. Should your job be very small it may be suggested by the Supervisor that a reduced workshop fee be paid. No fee is required if working on club projects, "toys" etc.

To use the machinery, the Workshop Supervisor on duty must be informed. Members are responsible for providing their own personal safety equipment, glasses, ear muffs and footwear. Members are expected to clean up their worksite and to observe all safety procedures and instructions relating to the use of equipment. If in doubt - seek the supervisor's advice.

FIRE: Be aware of all exit points and where the emergency assembly point is.

SIGN IN: It is a legal requirement that all members sign in, noting their time of arrival and departure when leaving. This is required to verify who is in attendance should it be required at a later date.

GENERAL SALES: In addition to the machinery & tools which may be used by members, there are also items available from the Club shop including: 500ml X-link PVA glue, dowels, joining biscuits, sandpaper - belt, sheet & velcro, lightweight clamps.

WOOD SALES: We have various milled timber stored for drying which becomes available in time. This and other timber are available to be purchased by members. If you require timber for a project the Club may be able to supply it.

CLUB LIBRARY: Woodworking books, magazines, videos and DVDs are available for one month free borrowing. Please fill in and sign the log book both when you borrow and return the item.

GRIEVANCES: Approach a committee member and try to sort it out. If this fails, write a formal letter to the secretary.

SUGGESTIONS: Please talk to a Supervisor or a committee member.

CONTACTS / COMMITTEE:

President	Chris Harvey	0407320102	gvwoodworkers.president@gmail.com
Vice-President	Richard Smith		gvwoodworkers@gmail.com
Secretary	Glenda Cotterill	0404940550	gvwoodworkers.secretary@gmail.com
Treasurer	Barry Fowler	0447 778 875	gvwoodworkers@gmail.com

WEBSITE: www.gvwoodworkers.com.au

ADDRESS: 96 Packham Street, Shepparton. Adjacent to the soccer stadium and fields.

POSTAL ADDRESS: P.O. Box 2071, Shepparton VIC 3632

BANK ACCT: BSB 633 108 – ACC 151123171

CLUB SAFETY RULES AND INSTRUCTIONS

- 1.** When the Workshop is in use, a Session Supervisor is appointed to take charge and control activities. For safety reasons, his/her OK must be obtained before use is made of any machine.
- 2.** Upon entering the Club premises, members are required to “sign in” to register their presence and are obligated to observe all safety precautions.
- 3.** Members are required to familiarise themselves with all EXIT points and the emergency assembly point in case of an event eg: FIRE or ACCIDENT.
- 4.** Before using Club machines, members are required to be tested and accredited in the safe operation of each machine both at the Club workshop and demonstrations at other venues. Members are required to be accredited or are working towards accreditation with the use of club accreditation cards to use any machines they wish to use.
- 5.** A second person in the machine (noisy) room is a safety obligation when using any machine in this room. The Session Supervisor may request another skilled member to assist.
- 6.** The Session Supervisor has the authority to approve or deny the use of any machine and may require a member to improve his/her skills before embarking on the use of a particular item of equipment.
- 7.** Wear appropriate clothing and footwear. (Open shoes of any description and “hoodie” jumpers are NOT allowed).
- 8.** Cover long hair and long beards appropriately. You are expected to supply this cover but some suitable covering is available in the Club rooms.
- 9.** The supply of all personal safety equipment is the member’s responsibility VIZ: dust, eye and hearing protection.
- 10.** Clean up and sweep after you have used any machine or work bench.
- 11.** Ensure that you only use machine(s) on which you have been accredited.
- 12.** Advise a Supervisor immediately of any faulty equipment so that it can be repaired.
- 13.** Committee members are obligated to advise individuals of any breach of the Club Safety Rules.
- 14.** At public demonstrations, machines must also be fitted with a screen to separate the public from the machinery in order to protect the public should a piece of wood become dislodged from the machine during its operation.

WORKSHOP PROCEDURES FOR THE USE OF MACHINERY

INTRODUCTION: The following guidelines are recommended for the operation of equipment in the workshop. Members are required to obtain ACCREDITATION and adhere to these procedures in executing any projects. Before using any machinery, members should also seek the OK from the Session Supervisor.

Before commencing any project, new members should discuss with the Session Supervisor whether or not he/she is sufficiently competent and confident to use the intended tools and machinery and to request assistance where necessary. Some instruction and practice before embarking on a project or even a simpler one, may be recommended. The Supervisor may ask another skilled member to assist.

NOTE:

- (1) All timber should be checked for metal or any foreign objects before machining and dressing.
- (2) Where fitted, always ensure that the relevant DUST EXTRACTOR is switched ON and that the dust gate on the machine you wish to use, is OPEN. Close those dust gates on machines NOT in use.

RIP (TABLE) SAW:

- a. To rip timber to a particular size, set the gap between the fence and the blade to the desired width.
- b. Material should be a minimum length of 45 cm and narrow sections under 1 cm can be dangerous (insert the zero-tolerance throat plate).
- c. The blade height should be set approximately 16 mm above the timber.
- d. To minimise kick back, timber should first be straightened on the buzzer. Should this not be practicable, cut it into shorter lengths and, if this is not possible, find another piece of timber!
- e. Use a push stick to keep fingers away from the blade.
- f. Anyone helping on the exit end of the saw should merely support the wood (but firmly). If the piece is pulled on exit, the operator runs the risk of his fingers being pulled into the blade.

BUZZER: Used for straightening timber, normally one face and one edge, before being dressed to size on the rip saw or thicknesser. Any bows or cups should be placed face down or against the fence.

NOTE: minimum length is 30cm. This machine will remove a warp or twist from the timber.

THICKNESSER: Used to reduce the timber to a uniform thickness having dressed one face and one edge on the buzzer. Minimum length is 30cm.

Vary the position of the timber through the blades in order to maintain uniform wear.

On thin material, insert the supplementary board provided to avoid distortion by the bottom rollers.

BAND SAW:

- a. Check that the blade tensioner lever is pulled down into place.
- b. The top blade support should be adjusted to just above the timber.
- c. Whilst this machine is safer to use than a table saw, great care should be taken when cutting round sections as they tend to roll and snatch (breaking the blade) – please use a “V” block jig
- d. On small pieces, use a push stick!!

WOOD LATHE:

- a. Speed: Set a speed that avoids vibration and is comfortable to you, the operator. Keep in mind “the faster the speed, the quicker and smoother the turned article”, however, experiment with what suits!

The rule is: the bigger the timber the slower the speed. A guide is listed below:

[Short spindles – up to 600mm long, \(use slower speeds for longer items\).](#)

At 15 to 60mm diameter	=	2500 RPM +
At 60 – 75mm	=	1800 RPM +
At 75 – 100mm	=	1200 RPM +
Over 100mm	=	300 - 800 RPM

- b. Practice: Roughing down spindles and then turn beads and coves.
- c. Keep the tool rest as close as possible to the face of the work.
- d. Bowl turning should start small and proceed to larger items as one's skills develop.
- e. Learn to select the right gouge for the job and how to sharpen chisels. Seek the Supervisor's advice when necessary.
- f. SAFETY – Wear face protection. Use a mask when sanding.

DRILL PRESS: When possible, clamp work to the table – especially with larger drills.

SANDERS: These tools are relatively safe to use – however care must be taken because several layers of skin can be removed very quickly if contact is made with the moving belts or discs. Please work against the fence.

DROP SAW: This tool is relatively safe to use if operated properly. Any crooked timber should have the CONVEX side against the fence – if it is twisted both ways, the other convex side should rest on the table, as this will enable the timber to fall away from the saw blade when cut.

ROUTER TABLE: Where possible, and for safety, the fence should be level with the bearing on the bit. Feed direction is from the right to left with the timber against the fence. When operating with small pieces, a push stick must be used.

HAND ROUTER: This machine is much more convenient for many jobs. The work should be fed anti-clockwise for external cuts and clockwise for interior cuts.

ALL MACHINES HAVE A DETAILED INSTRUCTION LIST OF SAFE OPERATING PROCEDURES ATTACHED TO THE WALL AT EACH UNIT.

ALL MACHINES are potentially DANGEROUS. It is necessary to be alert and concentrating on the job AT ALL TIMES. It takes but a milli-second to colour the work site!! Treat tools with respect and remember – SHARP TOOLS work better and are safer than blunt ones.