



Code of Conduct

The following rules are in place to protect our members, guests, and Cola Makerspace.

1. All guests and members must follow the Code of Conduct.
2. If you are unsure of how to SAFELY do something, don't do it.
3. Any officer or member of the Board of Directors may expel anyone who violates the Code of Conduct from the premises or online systems. Bans may be appealed to the Board of Directors and reversed upon agreement by the Board of Directors.
4. When you break something, take responsibility for it. If you have any doubt about fixing it, request help. Don't make someone feel badly for breaking things; instead, help them understand what went wrong and fix the problem.
5. All members are expected to maintain a safe and clean environment at all times. Clean up after yourself. Always leave the space in better shape than it was when you arrived.
6. Ask questions! If asked a question, answer it kindly and to the best of your ability. If unsure, suggest enlist the help of someone who can answer the question. We will all have questions at some point.
7. Everyone must sign a liability waiver.
8. Sleeping within Cola Makerspace is not permitted.
9. Smoking cigarettes/cigars and the use of vaporizers (also known as electronic cigarettes) is prohibited in the building.
10. No pets are allowed in the building. Service animals are permitted.
11. Don't catch fire, set others on fire, or set anything on fire inside the building. Outside, don't catch fire, set others on fire, or set anything on fire which has not been designated or designed to be on fire.
12. It is the responsibility of each member to help enforce the Code of Conduct. If someone is violating the Code of Conduct, politely explain to them why their behavior is not acceptable. Report egregious and/or continued violations to the Board of Directors immediately.