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Fablab member handbook

NOTE: This is the first draft of a newly emerging norm. THIS DOCUMENT IS VERY IMPORTANT, it is part of our governance and normative system. In time, it will become a norm that all SENSORICA affiliates and fablab members will have to follow. You are invited to contribute to this process in order to make sure that this new norm represents your views and ideals. *[keep this for the initial phase of new rule establishment]*

What is your interest?

1. **Only read the rules:** go directly to the [Privileges and responsibilities](#) and [Procedures](#) section.
2. **Understand the context,** read the [Introduction](#).
3. **Contribute to the development of this new rule** read everything and start editing. This is a co-creative document. Please follow [Content rules](#)

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Privileges and responsibilities

NOTE: this is only a first proposition. Let's discuss. Feel free to propose other rules and procedures.

As a SENSORICA fablab member you have the following **privileges**:

- low-cost access to prototyping tools and equipment, as well as to the working space
- access to a network of skilled individuals
- access to the SENSORICA mailing list

NOTE: add notes here...

As a SENSORICA fablab member you have the following **responsibilities**:

- share some of your documentation with the community
- share your knowledge and your know how with the community
- participate in community activities
- help keep the lab environment in good working conditions

NOTE: add notes here...

Procedures

Pay your fablab membership monthly fees

There are two preferred ways to do that, using Paypal (go [HERE](#)).

- subscribe for an automatic monthly payment
 - 45\$ for the first month and 40\$ for the following months - you can cancel anytime
- pay one month at the time
 - 50\$ per month

You can also pay cash or by check to a CAKE administrator ([Tibi](#) for example).

Access to the lab

For the first weeks, you will not have a key to the lab. You will need to earn the trust of community members in order to gain access to the lab 24/24, 7 days a week. You will need to ask a CAKE administrator for a key to the lab, by email ([Tibi](#) for example).

See [more procedures for SENSORICA](#).

Introduction

Introduce the subject

This document details the privileges and the responsibilities of a SENSORICA Montreal fablab member, the background and the rationale behind.

History

SENSORICA develops in an agile manner. We started tabula rasa in February 2011 and we developed our governance, the normative system and our legal structure as a response to problems that we have encountered. This section is an historical overview, presenting issues, problems that have occurred, which justify the creation of these new rules.

At the end of the summer of 2014, after the [Sustaining the commons crisis](#), we decided to create adjacent spaces to SENSORICA in order to provide individuals who are not ready to fully accept the OVN model a zone where they can work on their own projects while staying in close contact with SENSORICA affiliates and experiencing our model in proximity. This led to the [SENSORICA Montreal lab rules](#). The response was very positive, we immediately had a few people subscribing to the SENSORICA fablab.

After a few experiences with people asking for fablab membership, in April 2015 [Tibi proposed](#) to formalize the fablab membership relation, and this document was created.

Rationale behind the rules and procedures

What is the reason behind these rules. Start by providing some general considerations and by presenting the philosophy and the approach. After that, take the rules one-by-one and provide the rationale behind them, as well as the expected results.

The SENSORICA fablab member is an individual who is willing to share some of his/her knowledge and know how with the community and to participate in community activities, but doesn't want to get involved in *SENSORICA projects*. Since this individual contributes to the network's commons and to the well-being of the community, we accept him/her among us, charging a very low amount of money for privileged access to the lab space and equipment.

We hope that in time, as this individual learns more about how SENSORICA functions, he/she will also contribute to SENSORICA projects, having a direct impact on the network's economic activity. But no one should put pressure on fablab members to convert to SENSORICA affiliates.

The monthly membership price is low, which allows us to ask that the fablab members contributes to the commons by documenting and sharing designs, methods, procedures with the rest of the community, as well as to contribute to the community life, thus increasing the total value of the network. The monthly membership price is competitive, very similar to what other fablabs offer. Moreover, other fablabs also have the requirement for sharing knowledge and know how and to take on community tasks. In that sense, SENSORICA's fablab membership rules are not that different from a normal fablab.

The value added by the SENSORICA network is that we also expose the fablab member to a new economic model and provide an opportunity to commercialize an idea, in a collaborative way. Other fablabs don't have this commercial component.

Procedure to modify these rules

NOTE: before doing anything, read the [Introduction](#), [History](#) and [Rationale behind the rules and procedures](#) sections. Make sure you are not proposing something that has already been considered in the past.

Only active SENSORICA affiliates can change rules. See [organizational structure](#).

To modify these rules contact the SENSORICA affiliates by using SENSORICA's main communication channel Sensorica@googlegroups.com to propose your changes. Your message should have the following subject: **IMPORTANT - governance - change of rules!** Have a discussion on the rules and try to reach a consensus. You can use [Loomio](#) for consensus building. If a consensus is reached, apply *lazy democracy* to institute the rules: create a form, send it to everyone using the same communication channel, the SENSORICA's main communication channel Sensorica@googlegroups.com and invite everyone to vote. You can place this decision on SENSORICA's [decision making page](#). Decisions are also listed on the [Working space page](#). If a consensus is not reached, submit the different versions of the rule to a vote using *lazy democracy* as described above. Majority wins.

Procedure for creating new rules

NOTE: New rules are proposed and created only in response to problems. You need to present a pattern of problems or to justify the proposition of new rules based on a pattern that can lead to problems in the future.

Only active SENSORICA affiliates can create new rules. See [organizational structure](#).

Use the [\(S\) New rules document - Template](#) to create the space for the new rules. Do not use directly the template, make a copy and place it in ...GOVERNANCE/NORMATIVE SYSTEM folder. Contact the SENSORICA affiliates by using SENSORICA's main communication channel Sensorica@googlegroups.com to propose your new rule. Your message should have the following subject: **IMPORTANT - governance - new rule!**

Have a discussion on the rules and try to reach a consensus. You can use [Loomio](#) for consensus building. If a consensus is reached, apply *lazy democracy* to institute the new rules: create a form, send it to everyone using the SENSORICA's main communication channel Sensorica@googlegroups.com and invite everyone to vote. You can place this decision on SENSORICA's [decision making page](#). Decisions are also listed on the [Working space page](#). If a consensus is not reached, submit the different versions of the rule to a vote using *lazy democracy* as described above. Majority wins.