Weston Art and Innovation Center

A Proposal for Reuse of the Old Library

Submitted by:

Susan Brennan, Director, Weston Public Library
Gloria Cole, Director, Weston Media Center
Lisa Yanakakis, Assistant Town Manager

July 30, 2015
Contents:

Answers to JST/OL Working Group Questions for a Statement of Interest

Addendums:

Makerspaces in Massachusetts

Weston Media Center Financial Report

Potential Funding Resources

Partial List of Potential Project Ideas

Visual Examples of Project Ideas

Bibliography
Weston Art and Innovation Center
Proposal for Reuse of the Old Library

Reponses to JST/OL Questions for a Statement of Interest

1. Organization Information
   A. Organization name: Weston Art and Innovation Center
   B. Leader names: Susan Brennan (Director of Weston Public Library), Gloria Cole (Director of Weston Media Center), Lisa Yanakakis (Assistant Town Manager)
   C. SAME
   D. Email Addresses: sbrennan@minlib.net, westonmediainc@gmail.com, yanakakis.l@westonmass.org
   E. Phone numbers: SB 781-786-6155, GC 781-893-3281, LY 781-786-5090
   F. Address: WPL, 87 School St, Weston, MA, WMC 44 School St, Weston, MA
   G. City, Weston, MA 02493
   H. Website: www.westonlibrary.org; www.westonmedia.org
   I. Are you a legally recognized entity? WPL, yes, part of the municipality of Weston, MA. WMC, yes, legally registered 501 (c) (3) organization, FIN # 262-326-698

2. Brief Description
   A. Please briefly summarize the concept:
      We propose that the Old Library be converted to a maker space called the Weston Art and Innovation Center. A maker space, as we envision it, is an arts and technology learning center that provides multiple types of hands on instruction for all ages.

      Maker spaces are where creativity and technology intersect, and where artistic expression is encouraged with the use of technologies like 3d printers, laser cutters and vinyl cutters. Think of it as a workshop for adults, where it is possible to learn all types of current and important skills, as well as to explore your creative side.

      The upper level of the Old Library will be reserved for maker space while the reading room will be used as a program and learning space. The reading room will also be available for community meetings and events. The lower level of the building will house the Weston Media Center, with reserved space for storage and more maker space. We believe partnering with the Weston Media Center offers a wealth of new ideas for programming for the public that fits into the maker space concept.

   B. Key program principles/ Mission statement (near term objectives)
      The mission of the Weston Art and Innovation Center is to provide a collaborative and inspirational environment that promotes hands on learning, creative expression and technological literacy for people of all ages. It will provide residents with the space, equipment and learning opportunities to create and explore art, technology, science and fabrication.

   C. Vision Statement (long term goals)
      The vision is to offer a cost effective, practical re-use of the Old Library that preserves the integrity of the historical building and allows the public access to one of the architectural cornerstones of the Town. We will create a vibrant and active learning center that teaches skills
needed for the future, as well as be a place to share knowledge of skills from the past. Our Old Library, an institution for learning and education since 1899, will once again be a place for the community to learn, create and explore.

3. **Leadership**
   A. Our current leadership is composed of Susan Brennan, Director of Weston Public Library, Gloria Cole, Director of Weston Media Center, and Lisa Yanakakis, Assistant Town Manager.
   B. Above
   C. We are able to bring our expertise to this project in terms of years of experience providing top notch service to the residents of Weston through vibrant library programs and workshops. Gloria Cole brings her creativity and expertise in video and audio production with hours of local programming available for resident viewing. Lisa Yanakakis brings her expertise in structuring and staffing a town department, as well as representing the labor laws and political insights to a project like this.
   D. The Weston Art and Innovation Center will be a division of Weston Public Library, and serve under the auspices of the Weston Public Library Board of Trustees. The Weston Media Center would serve under the auspices of the Weston Media Center board.

4. **Value Proposition / Needs Assessment / Constituencies Served**

Weston Public Library has approximately 6,840 library card holders in a town of 4,000 households. An analysis of the types of nonfiction books that our patrons borrowed over the past 3 years shows the top interests are Food and Drink, followed closely by Decorating and Crafts, Promotion of Health, and Computers. All of these topics will be part of the programming possibilities at the Art and Innovation Center. Part of the mission statement for Weston Public Library reads “the Library staff pursues new developments and opportunities in anticipation of our citizen’s changing needs”. The library is continuously looking for new ways to further our mission, and to provide education and entertainment for the public. In FY15 our Reference Department offered over 400 program sessions for the public, and over 1500 people attended them. This does not include our successful musical concerts, offered by our Music Committee, that average 100 attendees per concert, nor does it take into account our very busy Youth Services department with its year round programs, or the programs offered by our Adult Services Department, our vibrant Arts Committee and the wealth of programs offered by our Friends of Weston Library. We average approximately 6,000 attendees annually at all of our programs. The town of Weston has a robust and consistent history of demanding and supporting excellence in learning and it is our mission to offer our residents excellent resources for education and entertainment.

Weston Public Library has a rich and lengthy history of teaching new technologies to the public. When computers were first available people turned to their library for lessons on Word, email and the Internet. Currently we are teaching the public how to use our downloadable tools for ebooks, audio books and music. The next generation of learning will encompass the use of 3-d printers, laser cutters and software programs used for design such as CAD (Computer Aided Drafting) software. The emphasis on STEAM learning, or science, technology, engineering, art and mathematics, means there is demand for specialized learning. There is also increased demand for lessons on artisanal arts and crafts. Using new sewing machines, learning how to weave, paint or create music will all be incorporated into the Weston Art and Innovation Center.
Our library is very busy, but we do not have enough space to offer hands on learning. We have our community room that is booked on average 600 times per year, and we turn away on average 4 more requests per week to use the room. We do not have the room for storage of equipment or tables or all of the materials and tools that go with hands on learning. The Newton Adult Education Program is popular due in part to the fact the lessons are held in classrooms that are outfitted with tools and materials and access to sinks, and storage areas.

Partnering with the Weston Media Center strengthens the learning opportunities we can offer the public, and accomplishes a number of important goals. Weston Media Center is Weston’s Public, Educational and Government Access television station and media hub. Formed in 2009 as a non-profit and tax-exempt organization, its operations serve all Weston residents by providing on-line or public broadcast cable television recordings of town government meetings, and public and education events. Training Weston residents to create their own media is a central part of Weston Media’s mission. The Media Center’s programming provides clear and unbiased recordings of the activities of town government and the organizations supported by Weston taxpayers (the public schools, public safety, public library, council on aging, cultural council etc).

Their current location, in the basement of Building A at Brooks School Apartments, limits their visibility and most importantly their access by the public. By relocating them to the lower level of the Old Library they will have a permanent home with more space. They will by default serve as custodian to the building when there are no classes or events being held. They will be able to offer a broad and diverse number of services for the public such as making your own video or audio, recording your oral history, learning editing software, all the while continuing to provide hours of local programming as they do now. They will be able to engage the public in learning digital imaging, digital video and audio production. Weston Media Center reaches 98% of Weston households, and has on demand viewing through its web site. The viewing of Weston Media content has grown by more than 300% for each of the past 3 years.

The Weston Art and Innovation Center will be a separate town entity, under the auspices of Weston Public Library and the Weston Media Center Board, which offers hands on learning for residents of all ages, from young adults through seniors. Maker spaces are being created all over the world, in public libraries, in college libraries, as for profit and as nonprofit organizations. The common mission is creating spaces to promote learning, to foster community and collaboration. Development of the Old Library as a publically accessible community resource with dynamic and collaborative tenants will bring the Old Library back to life as one of Weston's most visible and accessible cornerstones of culture, learning and engagement.

While public libraries in Massachusetts are creating or developing maker spaces there are not any proximal to Weston. The Weston Art and Innovation Center would serve the residents of Weston, and be open to the public. Due to the complex machinery and tools in a maker space it is not an appropriate space for young children. We hope to collaborate with the Recreation department for programs specifically for children.

5. **THE JST/OL PROPERTIES | SITE | STRUCTURAL IMPACT | PUBLIC ACCESS**

The Old Library is the most appropriate place for our Center because it is unused, open space that is already owned by the town. The outside of the building has been restored by the town. Our
goal is to restore the interior of the Old Library in a way that maintains most of its historical and structural integrity.

The building will be brought up to code, a small elevator will be installed, and the building will be made handicapped accessible. Maker spaces require open workshop space and therefore we do not anticipate many structural changes to the interior of the building, except perhaps for some specialized venting. We have a plan to build a loft in the stacks area, to maximize space in the building while maintaining natural light to the interior. The reading room will remain an open space but be fully restored. We do not anticipate the need for many different ceilings or walls beyond those necessary for the mechanical room, elevator and bathrooms, and to separate the working maker space from the reading room and small office spaces. The lower level will be mostly open space, to accommodate the Weston Media Center, more maker space and storage. There may be a small office space, and a small studio for the Media Center. There will be a handicapped accessible ramp in the front, and a new septic on the north side of the building would need to be installed. Bathrooms will be installed according to code and anticipated use of the building. All of the renovations will be done with input and coordination of the Historical Commission, the Planning Board, the Board of Health, and the Permanent Building Committee and under the direction of the Director of Facilities, Jerry McCarty.

The maker space idea has a low impact on neighbors and abutters. The hours of operation will vary between 11 am and 8 pm to begin with. We are not anticipating extensive exterior lighting. Foot traffic would be limited to the number of people per workshop, plus the Weston Media Center full time employees (3). Workshops will range from 5-8 participants at one time, and they will run consecutively, not concurrently due to noise and space considerations. The reading room has a capacity of 40, and we anticipate use of that room would generate the most foot traffic at any one time. The planning and timing for all workshops and events will have to consider traffic, safe access to the building and parking. There will be approximately 11 parking spaces around the building and more parking available on Boston Post Road.

Due to our plan for a “soft” renovation of the Old Library, the building could easily be used for another purpose without major deconstruction expense. Once restored, the building will once again be open to the public. Please see the following preliminary floor plans.
### 6. **TIMELINE**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Fall FY16</th>
<th>Winter FY16</th>
<th>Spring FY16</th>
<th>Summer FY17</th>
<th>Fall FY17</th>
<th>Winter FY17</th>
<th>Spring FY17</th>
<th>Summer FY18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assuming leadership in place as specified in this document</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Approval WG, BOS, Community meetings and surveys, outreach to Boards,</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>continued research into maker spaces</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design fees requested at STM</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Work with Town Boards, BOS,CPC,FINCOM,BOH,HC Planning, Traffic etc</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refinement of design.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Request for approval at May TM</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public bidding process</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fundraising begins</td>
<td>X</td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Construction begins</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Development of staffing, necessary supplies, outreach to collaborative</td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>organizations and marketing to public.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Installation of furniture and supplies to open Maker space</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Open to Public</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

### 7. **UPFRONT/CAPITAL COSTS**

Please see the itemized Draft Construction Cost Estimate and Initial Build Out Costs on the following pages. Please note that all of the estimates are very preliminary and that further detail and refinement will occur during the design process. The estimates are based on professional architect opinion, experienced building professionals and some of the information was interpolated from prior proposals and studies for re-use of the Old Library. The estimate includes a new septic plan, but does not include the estimate for hazardous waste removal as noted. CPA funds would be requested to pay for this renovation of the Old Library. Cost per square foot is included.
<table>
<thead>
<tr>
<th>Item</th>
<th>Conceptual Cost</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A Division 2</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Demolition</td>
<td>Note 1</td>
<td>71,400</td>
</tr>
<tr>
<td>2 Site Work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Site Preparation</td>
<td>Note 1</td>
<td>25,500</td>
</tr>
<tr>
<td>Sanitary System*</td>
<td>Allow</td>
<td>150,000</td>
</tr>
<tr>
<td>Misc. Utilities*</td>
<td>Allow</td>
<td>40,000</td>
</tr>
<tr>
<td>Asphalt Paving*</td>
<td>Allow</td>
<td>25,000</td>
</tr>
<tr>
<td>Landscaping*</td>
<td>Allow</td>
<td>15,000</td>
</tr>
<tr>
<td><strong>B Division 3</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Concrete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st and 2nd Floors</td>
<td>Note 1</td>
<td>35,700</td>
</tr>
<tr>
<td>Mezzanine*</td>
<td>Allow</td>
<td>15,000</td>
</tr>
<tr>
<td><strong>C Division 4</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Brick Masonry</td>
<td>Allow</td>
<td>30,000</td>
</tr>
<tr>
<td><strong>D Division 5</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Structural Steel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st and 2nd Floors</td>
<td>Note 1</td>
<td>36,720</td>
</tr>
<tr>
<td>Mezzanine*</td>
<td>Allow</td>
<td>55,000</td>
</tr>
<tr>
<td>2 Miscellaneous Metal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st and 2nd Floors</td>
<td>Allow</td>
<td>45,000</td>
</tr>
<tr>
<td>Mezzanine*</td>
<td>Allow</td>
<td>25,000</td>
</tr>
<tr>
<td><strong>E Division 6</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Carpentry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rough Interior</td>
<td>Note 1</td>
<td>30,600</td>
</tr>
<tr>
<td>Finish Interior</td>
<td>Allow</td>
<td>50,000</td>
</tr>
<tr>
<td>Exterior</td>
<td>Allow</td>
<td>5,000</td>
</tr>
<tr>
<td>2 Cabinets &amp; Countertops*</td>
<td>34 LF @ 200 = 6,800</td>
<td>Base cabinets.</td>
</tr>
<tr>
<td><strong>F Division 7</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Insulation</td>
<td>Note 1</td>
<td>56,100</td>
</tr>
<tr>
<td>2 Sealants</td>
<td>Allow</td>
<td>10,000</td>
</tr>
<tr>
<td><strong>G Division 8</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Doors, Frames &amp; Hardware</td>
<td>25 EA @ 750 = 18,750</td>
<td>Restore exist. to remain.</td>
</tr>
<tr>
<td>2 Glass &amp; Glazing</td>
<td>1 EA @ 2,500 = 2,500</td>
<td>Restore lunette. Note 4</td>
</tr>
<tr>
<td><strong>H Division 9</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Finishes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plaster</td>
<td>Note 1</td>
<td>120,360</td>
</tr>
<tr>
<td>Drywall</td>
<td>Note 1</td>
<td>204,000</td>
</tr>
<tr>
<td>Acoustical Ceilings</td>
<td>170 SF @ 12 = 2,040</td>
<td>Toilets.</td>
</tr>
<tr>
<td>Wood Flooring</td>
<td>3,180 SF @ 10 = 31,800</td>
<td>Restore existing.</td>
</tr>
<tr>
<td>Resilient Flooring</td>
<td>1,500 SF @ 7 = 10,500</td>
<td>Storeroom, Fabrication, Toilets.</td>
</tr>
<tr>
<td>Carpet</td>
<td>250 SY @ 40 = 10,000</td>
<td>Media office area and Mezzanine.</td>
</tr>
<tr>
<td>Painting</td>
<td>Note 1</td>
<td>51,000</td>
</tr>
<tr>
<td>2 Restoration*</td>
<td>1,220 SF @ 20 = 24,400</td>
<td>Entry &amp; Reading Room.</td>
</tr>
<tr>
<td><strong>I Division 10</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Signage</td>
<td>Note 1</td>
<td>765</td>
</tr>
<tr>
<td>Item</td>
<td>Conceptual Cost</td>
<td>Comments</td>
</tr>
<tr>
<td>------</td>
<td>-----------------</td>
<td>----------</td>
</tr>
<tr>
<td>2 Wall &amp; Corner Guards</td>
<td>Note 1</td>
<td>2,550</td>
</tr>
<tr>
<td>3 Toilet Fixtures/Accessories</td>
<td>5 EA @ 5,000 =</td>
<td>25,000</td>
</tr>
<tr>
<td>4 Fire Extinguishers</td>
<td>Note 1</td>
<td>1,224</td>
</tr>
<tr>
<td>5 Subtotal Division 10</td>
<td></td>
<td>29,539</td>
</tr>
<tr>
<td>J Division 11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Kitchen Appliances*</td>
<td>2 EA @ 250 =</td>
<td>500 Two small refrigerators.</td>
</tr>
<tr>
<td>K Division 12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Entry Floor Mats &amp; Frames</td>
<td>1 EA @ 2,500 =</td>
<td>2,500</td>
</tr>
<tr>
<td>L Division 14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Elevator*</td>
<td>1 EA @ 70,000 =</td>
<td>70,000 No elevator previously.</td>
</tr>
<tr>
<td>M Division 15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Fire Protection</td>
<td>Note 1</td>
<td>85,600 7% increase to Tortola.</td>
</tr>
<tr>
<td>2 Plumbing</td>
<td>Allow</td>
<td>155,000</td>
</tr>
<tr>
<td>3 HVAC</td>
<td>Note 1</td>
<td>315,650 7% increase to Tortola.</td>
</tr>
<tr>
<td>4 Subtotal Division 15</td>
<td></td>
<td>556,250</td>
</tr>
<tr>
<td>N Division 16</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Electrical</td>
<td>Note 1</td>
<td>315,650 7% increase to Tortola.</td>
</tr>
<tr>
<td>O Total Construction (A - N)</td>
<td></td>
<td>2,177,609</td>
</tr>
<tr>
<td>P Markups</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 General Conditions</td>
<td></td>
<td>217,761</td>
</tr>
<tr>
<td>2 GC OH&amp;P</td>
<td></td>
<td>65,328</td>
</tr>
<tr>
<td>3 Subtotal Item P</td>
<td></td>
<td>283,089</td>
</tr>
<tr>
<td>Q Total Const. + Markups (O+P)</td>
<td></td>
<td>2,460,698</td>
</tr>
<tr>
<td>R Contingency @ 5% Q*</td>
<td></td>
<td>123,035</td>
</tr>
<tr>
<td>S Total + Markups &amp; Contingcy.</td>
<td></td>
<td>2,583,733</td>
</tr>
</tbody>
</table>

F Cost/Square Foot

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Construction Cost Without Markup + Contingency (Item O)</td>
<td>337 Net Area = 6,470 SF</td>
</tr>
<tr>
<td>2 Cost With Markup + Contingency (Item S): &quot;Hard Cost&quot;</td>
<td>399</td>
</tr>
</tbody>
</table>

Notes:
1. Interpolated from Tortora Consulting Inc. estimate dated October 16, 2009.
2. Single asterisk (*) indicates items not included or specifically allocated to the Old Library in Tortora estimate ($425,960+contingency+inflation increase).
3. Assume inflation increase of 2% to 2009 Tortora line item estimates, except as noted above.
4. Assume no new exterior windows are required.
5. Hazardous material remediation or removal not included. Potential cost suggested by Gerard McCarty prior to testing: $120,000.
6. Furnishings, fixtures, equipment, and communications wiring & components not included.
### Weston Art and Innovation Center - Initial Buildout Costs (Sources and Uses of Funds)

<table>
<thead>
<tr>
<th>Building Renovation</th>
<th>Total Cost ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Reno Estimate</td>
<td>$2,583,733</td>
</tr>
<tr>
<td>Hazardous Waste Removal</td>
<td>$120,000</td>
</tr>
<tr>
<td>Network Wiring Infrastructure</td>
<td>$40,000</td>
</tr>
<tr>
<td>Access Control Doors</td>
<td>$9,000</td>
</tr>
<tr>
<td>Video Surveillance &amp; Storage</td>
<td>$26,000</td>
</tr>
<tr>
<td>Fiber Connection</td>
<td>$10,000</td>
</tr>
<tr>
<td><strong>Total Building Renovation</strong></td>
<td><strong>$2,788,733</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preliminary FFE</th>
<th>Number (#)</th>
<th>Avg. Cost Per ($)</th>
<th>Total Cost ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Network Switch</td>
<td>N/A</td>
<td>$8,500</td>
<td>$8,500</td>
</tr>
<tr>
<td>Wireless Access Points</td>
<td>N/A</td>
<td>$5,400</td>
<td>$5,400</td>
</tr>
<tr>
<td>Telephones and Licensing</td>
<td>N/A</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>UPS Back Up</td>
<td>N/A</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td>3D Printer / Vinyl Cutter / Laser Cutter</td>
<td>N/A</td>
<td>$3,000</td>
<td>$3,000</td>
</tr>
<tr>
<td>High End Computers for Maker Space</td>
<td>4</td>
<td>$2,500</td>
<td>$10,000</td>
</tr>
<tr>
<td>Staff Computers and Printer</td>
<td>N/A</td>
<td>$3,500</td>
<td>$3,500</td>
</tr>
<tr>
<td>Work Benches / Stools / Small Tables</td>
<td>10</td>
<td>$700</td>
<td>$7,000</td>
</tr>
<tr>
<td>7' High Shelving Units</td>
<td>10</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>6' Tables for Reading Room</td>
<td>8</td>
<td>$180</td>
<td>$1,440</td>
</tr>
<tr>
<td>Folding Chairs for Reading Room</td>
<td>40</td>
<td>$30</td>
<td>$1,200</td>
</tr>
<tr>
<td>Reception Station</td>
<td>N/A</td>
<td>$1,200</td>
<td>$1,200</td>
</tr>
<tr>
<td><strong>Total FFE</strong></td>
<td></td>
<td></td>
<td><strong>$47,240</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Uses of Funds</th>
<th>Sources of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Building Renovation</td>
<td>CPA Funding</td>
</tr>
<tr>
<td>$2,788,733</td>
<td>$2,788,733</td>
</tr>
<tr>
<td>Total FFE</td>
<td>Other</td>
</tr>
<tr>
<td>$47,240</td>
<td>$47,240</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Uses</th>
<th>Total Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,835,973</td>
<td>$2,835,973</td>
</tr>
</tbody>
</table>
8. **Operating Plan – Staffing and Leadership**

   The Weston Art and Innovation Center will initially require 1 fulltime position and 2 part time positions. The full time position will be an Assistant Director for 37.5 hours weekly, reporting to the Library Director. This person will be in charge of scheduling, applying policies and procedures for safe use of the maker spaces, ordering and receiving supplies, rental contracts, and serving as the contact for the public. The detailed job description will need to be completed prior to initiation of the project. The Assistant Director will be responsible for monitoring the day to day operations, and in daily contact with the Library Director. The Library Director and Director of the Weston Media Center will share decisions about programming and the coordination of use of the building.

   The two part time positions consist of a grant writer/development officer for 16 hours per week and a part time custodian for 16 hours per week. The grant writer/development officer is an essential part to the success of funding for the Weston Arts and Innovation Center. The custodial position will be a shared position amongst other town departments.

   There are many opportunities for collaboration with technology companies in the area, and universities and for federal and local grants. Please see a preliminary list of funding resources attached. Outreach to sponsors or potential partners would be a part of the development process. An initial and preliminary meeting with the Vice Provost of Brandeis indicated an interest in working together on the maker space concept.

   We fully anticipate using volunteers, interns, and graduate students. Participants in the town senior work program may be able to participate in some meaningful way. The Weston Media Center’s presence also allows them to serve as custodian for the building when the full time Assistant Director is not there.

**Operating Plan – Earned Income and Expenses**

   The Weston Art and Innovation Center will be structured as an enterprise fund. There will be fees charged for workshops and materials, and rental of the reading room. There is a possibility to rent out space to artists for their own maker space. Another revenue opportunity would be to rent out the maker space to a university or private school for workshops, on a temporary basis. Lastly, a membership type organization could be considered, where membership gets you discounted access to the Center. These details would need to be finalized after initiation of the project. Any fees generated by programs provided by the Weston Media Center would be turned over to the enterprise account. Please see the following **Operating Model** estimates.
### Weston Art and Innovation Center - Operating Model

#### Operating Hours:
- **M-F:**
  - Year 1: 9
  - Year 2: 9
  - Year 3: 9
  - Year 4: 9
  - Year 5: 9
- **S-S:**
  - Year 1: 6
  - Year 2: 6
  - Year 3: 6
  - Year 4: 6
  - Year 5: 6

#### Avg. # of Workshops / Week:
- **M-F:**
  - Year 1: 3
  - Year 2: 4
  - Year 3: 6
  - Year 4: 10
  - Year 5: 12
- **S-S:**
  - Year 1: 1
  - Year 2: 2
  - Year 3: 3
  - Year 4: 4
  - Year 5: 4

#### Avg. Length of Workshop (HRs):
- Year 1: 2
- Year 2: 2
- Year 3: 2
- Year 4: 2
- Year 5: 2

#### Avg. # of Workshop Attendees:
- Year 1: 3
- Year 2: 4
- Year 3: 5
- Year 4: 6
- Year 5: 7

#### Avg. Cost / HR to Attendees ($):
- Year 1: $20.00
- Year 2: $20.00
- Year 3: $25.00
- Year 4: $25.00
- Year 5: $30.00

#### Avg. Materials Cost to Attendee / Workshop:
- Year 1: $25.00
- Year 2: $25.00
- Year 3: $25.00
- Year 4: $25.00
- Year 5: $25.00

#### # of Weeks / Year:
- Year 1: 50
- Year 2: 50
- Year 3: 50
- Year 4: 50
- Year 5: 50

#### Total Revenue from Workshops:
- Year 1: $39,000
- Year 2: $78,000
- Year 3: $168,750
- Year 4: $315,000
- Year 5: $476,000

#### Reading Room Rentals / Week:
- Year 1: 1
- Year 2: 2
- Year 3: 2
- Year 4: 3
- Year 5: 3

#### Avg. Rental HRs / Rental / Week:
- Year 1: 2
- Year 2: 3
- Year 3: 4
- Year 4: 4
- Year 5: 4

#### Avg. Cost / Rental HR:
- Year 1: $50
- Year 2: $50
- Year 3: $50
- Year 4: $50
- Year 5: $50

#### # of Weeks / Year:
- Year 1: 50
- Year 2: 50
- Year 3: 50
- Year 4: 50
- Year 5: 50

#### Total Reading Room Rental Revenue:
- Year 1: $5,000
- Year 2: $15,000
- Year 3: $20,000
- Year 4: $30,000
- Year 5: $30,000

#### # of Founder’s Memberships:
- Year 1: 20
- Year 2: 10
- Year 3: 0
- Year 4: 0
- Year 5: 0

#### Cost / Founder’s Membership:
- Year 1: $2,500
- Year 2: $2,500
- Year 3: $2,500
- Year 4: $2,500
- Year 5: $2,500

#### Total Revenue from Founder’s Memberships:
- Year 1: $50,000
- Year 2: $25,000
- Year 3: $0
- Year 4: $0
- Year 5: $0

#### Other Fundraising Income:
- Year 1: $35,000
- Year 2: $40,000
- Year 3: $45,000
- Year 4: $50,000
- Year 5: $55,000

#### Partner Donations:
- Year 1: $0
- Year 2: $5,000
- Year 3: $10,000
- Year 4: $15,000
- Year 5: $20,000

#### Total Revenue:
- Year 1: $129,000
- Year 2: $163,000
- Year 3: $243,750
- Year 4: $410,000
- Year 5: $581,000

#### % Growth:
- Year 1: 26.4%
- Year 2: 49.5%
- Year 3: 68.2%
- Year 4: 41.7%

#### % of Revenue:
- Year 1: 174.3%
- Year 2: 154.2%
- Year 3: 118.3%
- Year 4: 84.4%
- Year 5: 65.6%

#### Operating Profit / (Deficit):
- Year 1: ($95,890)
- Year 2: ($88,329)
- Year 3: ($44,538)
- Year 4: $64,133
- Year 5: $199,663

#### Cumulative Funding (Requirement) / Surplus:
- Year 1: ($95,890)
- Year 2: ($184,219)
- Year 3: ($228,757)
- Year 4: ($164,624)
- Year 5: $35,039

#### Operating Operating Expenses:
- Year 1: $224,890
- Year 2: $251,329
- Year 3: $288,288
- Year 4: $345,867
- Year 5: $381,337

#### % Growth:
- Year 1: 11.8%
- Year 2: 14.7%
- Year 3: 20.0%
- Year 4: 10.3%

#### % of Revenue:
- Year 1: 174.3%
- Year 2: 154.2%
- Year 3: 118.3%
- Year 4: 84.4%
- Year 5: 65.6%
Operating Plan – Marketing/Communication Outreach

Currently, the Town of Weston, Weston Library, and Weston Media have well established marketing channels to communicate with residents. Events will be posted on the Library’s marketing channels, Weston Media’s channels, and eventually the Weston Art and Innovation Center will establish its own independent channels. Programs for the Center will be publicized via MyGrapevine, Westword, the Town Crier, Boston.com Events webpage, social media accounts (Twitter, Facebook), print flyers posted in the community, and the calendar on the Library website. The Assistant Director for the Weston Art and Innovation Center will be responsible for organizing and maintaining a calendar and a separate web presence for programs and events. A monthly calendar would be made available in print and online. Weston Media would run advertisements for upcoming programs and events on their cable channel. A press release would be done for the grand opening of the Center.

In May of 2014 the Library, as part of its strategic and long-range planning process, conducted a community survey asking the public for feedback about how they learn about library programs. The two most popular choices for the method for staying informed about upcoming programs were: the Library website and posters inside the Library.

9. Execution and 10. Risk

In order to make the Weston Art and Innovation Center a reality we need the support of the Working Group, Board of Selectmen, Town Manager and the greater Weston public. We are excited to present a proposal that meets many needs of the Town. The need for more space at the Library, the need for a permanent home for the Weston Media Center, an expansion of services for the public by both departments, and a plan that reopens and reuses our Old Library in a new and innovative way. There is low risk to this project based on the soft reconstruction plans for the building. If this project does not meet expectations the building will still be owned by the town and could be repurposed once again.

This collaborative project submitted by three experienced town department heads with support and advice from town colleagues and dedicated volunteers incorporates the best aspects of Weston.

Let’s relight the corner...
Weston Art and Innovation Center
Maker Spaces in Massachusetts

Public Libraries

Boston Public Library, (Teen Central)
Duxbury Free Library
Easton Public Library
Framingham Public Library (for children)
Newton Free Library (3D printer)
Peabody Institute Library
Watertown Public Library
Westborough Public Library (and Westborough TV)

Academic Libraries

Agency By Design, Project Zero, Harvard Graduate School of Education
Brandeis University Maker Lab
Crafts Center Makerspace, Lewis Hall, Tufts University
Digital Media Lab 3D Innovation Center, UMASS Amherst (3rd floor Dubois Library)
Lesley University with Cambridge Public Schools
MIT Fab Lab, MIT, The Fab Foundation, 50 Milk St, 16th Floor, Boston, MA 02109
Snell Library, Northeastern University (3D Printing Studio)

Others

Artisan’s Asylum, Somerville
Boston Makers, Inc.
Einstein’s Workshop, Burlington
Empow Studios, Lexington
Framingham Makerspace
Lexington Arts and Crafts Society
Munroe Center for the Arts, Lexington
The Possible Project with Cambridge Housing Authority, Cambridge
### Weston Media Center Financial Report

**WESTON MEDIA CENTER - BUDGET PROJECTIONS FOR 2015 WITH ACTUAL THROUGH 2014**

Report written November 13, 2014

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Gov. Contract Revs.</td>
<td>$41,800</td>
<td>$42,764</td>
<td>$42,000</td>
<td>$42,849</td>
<td>$43,000</td>
<td>$43,000</td>
<td>$43,000</td>
<td>$43,000</td>
<td></td>
</tr>
<tr>
<td>Comcast** and Verizon**</td>
<td>$3,100</td>
<td>$2,970</td>
<td>$100</td>
<td>$100</td>
<td>$3,000</td>
<td>$4,000</td>
<td>$150</td>
<td>$150</td>
<td>$150</td>
</tr>
<tr>
<td>Funding from the Town of Weston</td>
<td>$27,500</td>
<td>$55,000</td>
<td>$0</td>
<td>$0</td>
<td>$27,500</td>
<td>$55,000</td>
<td>$0</td>
<td>$0</td>
<td>$110,000</td>
</tr>
<tr>
<td>Memberships</td>
<td>$50</td>
<td>$50</td>
<td>$50</td>
<td>$60</td>
<td>$50</td>
<td>$25</td>
<td>$110</td>
<td>$50</td>
<td>$50</td>
</tr>
<tr>
<td>Donations ©</td>
<td>$3,100</td>
<td>$3,070</td>
<td>$100</td>
<td>$360</td>
<td>$100</td>
<td>$3,075</td>
<td>$100</td>
<td>$65</td>
<td>$285</td>
</tr>
<tr>
<td>DVD/CD sales (A)</td>
<td>$100</td>
<td>$80</td>
<td>$100</td>
<td>$160</td>
<td>$100</td>
<td>$100</td>
<td>$65</td>
<td>$285</td>
<td></td>
</tr>
<tr>
<td>Advertising Sales</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Funding from the Town of Weston</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Memberships</strong></td>
<td>$50</td>
<td>$50</td>
<td>$50</td>
<td>$60</td>
<td>$50</td>
<td>$25</td>
<td>$110</td>
<td>$50</td>
<td>$50</td>
</tr>
<tr>
<td><strong>Donations ©</strong></td>
<td>$3,100</td>
<td>$3,070</td>
<td>$100</td>
<td>$360</td>
<td>$100</td>
<td>$3,075</td>
<td>$100</td>
<td>$65</td>
<td>$285</td>
</tr>
<tr>
<td><strong>DVD/CD sales (A)</strong></td>
<td>$100</td>
<td>$80</td>
<td>$100</td>
<td>$160</td>
<td>$100</td>
<td>$100</td>
<td>$65</td>
<td>$285</td>
<td></td>
</tr>
<tr>
<td><strong>Advertising Sales</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Operating Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>$2,000</td>
<td>$2,421</td>
<td>$2,000</td>
<td>$2,831</td>
<td>$2,000</td>
<td>$3,000</td>
<td>$2,500</td>
<td>$3,000</td>
<td>$2,500</td>
</tr>
<tr>
<td>Special Events (Gala/Fundraising)</td>
<td>$52,671</td>
<td>$52,568</td>
<td>$22,500</td>
<td>$3,000</td>
<td>$53,000</td>
<td>$53,000</td>
<td>$53,000</td>
<td>$53,000</td>
<td>$53,000</td>
</tr>
<tr>
<td>Payroll &amp; Contract Labor**</td>
<td>$4,000</td>
<td>$3,236</td>
<td>$7,000</td>
<td>$9,362</td>
<td>$7,500</td>
<td>$9,000</td>
<td>$7,250</td>
<td>$9,000</td>
<td>$7,250</td>
</tr>
<tr>
<td>Production- video and edit******</td>
<td>$1,750</td>
<td>$1,300</td>
<td>$1,300</td>
<td>$1,479</td>
<td>$1,750</td>
<td>$1,500</td>
<td>$1,400</td>
<td>$1,850</td>
<td>$1,400</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$4,500</td>
<td>$2,068</td>
<td>$2,866</td>
<td>$4,956</td>
<td>$2,200</td>
<td>$3,100</td>
<td>$2,100</td>
<td>$3,100</td>
<td>$2,100</td>
</tr>
<tr>
<td>Travel &amp; conferences</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>Production (including Training)</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
</tr>
<tr>
<td><strong>Miscellaneous Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Less: Operating Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>$2,000</td>
<td>$2,421</td>
<td>$2,000</td>
<td>$2,831</td>
<td>$2,000</td>
<td>$3,000</td>
<td>$2,500</td>
<td>$3,000</td>
<td>$2,500</td>
</tr>
<tr>
<td>Special Events (Gala/Fundraising)</td>
<td>$52,671</td>
<td>$52,568</td>
<td>$22,500</td>
<td>$3,000</td>
<td>$53,000</td>
<td>$53,000</td>
<td>$53,000</td>
<td>$53,000</td>
<td>$53,000</td>
</tr>
<tr>
<td>Payroll &amp; Contract Labor**</td>
<td>$4,000</td>
<td>$3,236</td>
<td>$7,000</td>
<td>$9,362</td>
<td>$7,500</td>
<td>$9,000</td>
<td>$7,250</td>
<td>$9,000</td>
<td>$7,250</td>
</tr>
<tr>
<td>Production- video and edit******</td>
<td>$1,750</td>
<td>$1,300</td>
<td>$1,300</td>
<td>$1,479</td>
<td>$1,750</td>
<td>$1,500</td>
<td>$1,400</td>
<td>$1,850</td>
<td>$1,400</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$4,500</td>
<td>$2,068</td>
<td>$2,866</td>
<td>$4,956</td>
<td>$2,200</td>
<td>$3,100</td>
<td>$2,100</td>
<td>$3,100</td>
<td>$2,100</td>
</tr>
<tr>
<td>Travel &amp; conferences</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>Production (including Training)</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
<td>$15,000</td>
</tr>
<tr>
<td><strong>Miscellaneous Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NET PROFIT/LOSS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**

- DVD sales are not bringing in as much income now that people can download and stream video. We are keeping our sales projection low.
- We had a figure of about $70,000 in mind for purchases of major equipment during 2013 and 2014. We spent about half in 2013. We have increased our expense projection for 2014 by about $25,000 (spread over the four quarters) to allow for the possible installation of permanent cameras in three locations at the Town Hall including electrical charges.
- We received and greatly appreciated a $3,000 donation from the Weston High School Class of 2013. We hope this will be an annual occurrence.
- We have increased our projection of salary costs for Studio staff by 2.5% for 2015. We believe this increase will keep us in line with prevailing salaries for similar work.
- We will probably need to replace computers every other year beginning in 2015. We have allowed $2,500 per quarter for this in 2015 plus an additional amount to cover Video On Demand and Streaming Services.

NB Payroll and Contract Labor includes three employees plus Financial Manager.

Video and Edit includes Betsy, Jim and Interns.

Insurance reflects only the portion of cash payments during the year related to the months of 2014 (balance is in Prepaid insurance for 2015).
Weston Art and Innovation Center
Potential Funding Resources

Federal
Gifted and Talented Students
Grants Learning Center
The Institute of Museum and Library Services – Laura Bush 21st Century Librarian Program
Mathematics and Science Partnerships
National Science Foundation
Perkins Vocational and Applied Technology Act
Reading First
Sparks! Ignition Grants for Libraries
21st Century Community Learning Centers

Private/Foundational
3M Foundation
Abell Foundation
Abington Foundation
Abney Foundation
Alcoa Foundation
American Honda
Annenberg Foundation
Asbury-Warren Foundation
Bank of the West
Bayer Foundation
Bechtel Foundation
Berkshire Taconic Foundation
Braitmayer Foundation
Brinker International Foundation
Broad Foundation
Cargill
Carnegie Foundation
Charles Lafitte Foundation
Charles Stewart Mott Foundation
Citigroup Foundation
Cognizant Foundation
Coca-Cola Foundation
Daniels Fund
Deluxe Family Foundation
Dollar General Foundation
Dominion
Dreyer's Foundation
DuPage Community Foundation
Private/Foundational (continued)

Environmental Excellence Awards
Ford Foundation
Frederick and Nancy DeMatteis Family Charitable Trust
Frey Foundation
Gannet Foundation
Gates Foundation
Geraldine R. Dodge Foundation
Google RISE
Grant Wrangler
Halliburton Foundation
Humana Foundation
Innovative State Grants
Intel
Joyce Foundation
JPMorgan Chase & Co.
Jubitz Family Foundation
Lilly Endowment
Lockheed Martin
Lowe’s
Lumina Foundation
John D. and Catherine T. MacArthur Foundation
Mary Reynolds Babcock Foundation
Medina Foundation
Milken Family Foundation
Moss Foundation
Motorola Foundation
NEC Foundation
Pfizer Foundation
Prudential
Robert W. Woodruff Foundation
Roy J. Carver Charitable Trust
Staples Foundation for Learning
State Farm Foundation
STEM Grants.com
Texas Instruments
Toshiba Large Grants
Toyota TAPESTRY
Toyota USA Foundation
Union Pacific Foundation
Verizon Foundation
Potential Funding Resources

Private/Foundational (continued)
- Voya Foundation
- W. K. Kellogg Foundation
- Wachovia
- Westinghouse Science and Math Grants
- William & Flora Hewlett Foundation
- William T. Grant Foundation

Company Sponsorships
- PG&E Bright Ideas
- Botball Robotics
- ING Unsung Heroes
- Lowes Toolbox for Education

Scholarship Site
- Cognizant Technology Solutions- Making the Future U.S. College Scholarship Program for Makers
- ING Unsung Heroes

Crowd-Sourced Fundraising Sites
- Crowdfunder
- Crowdrise
- GoFundMe
- Indiegogo
- Kickstarter
- RocketHub

Other Income Generating Ideas
- Memberships
- Rentals
- Classes
- Gift Shop
- Donations
- Fundraising Events
- Solicit Private Sponsors
- Purchase used equipment

Makerspace Funding Obtained by Local Libraries
- Duxbury Public Library
  YA programming funds provided by their Friends, LSTA grants, local institution grant called the Grafton, ALA membership grant for Cube 3D printer
- Peabody Institute
  Creativity Lab LSTA grant
Weston Art and Innovation Center
Partial List of Potential Project Ideas

**Arts and Crafts**
Make books
Stained glass
Create sculptures using laser cutter
Create art/sculptures from items found in nature
Laser cut boxes
Vinyl Cutter created items such as stickers, bookmarks or patterned greeting cards
Vinyl cut materials to create wreaths and collages
Collage
Create handmade stamped giftwrap and ribbons
Create leaf printed (or dried flower) custom designed clothing
Lino block printing on paper, clothing, fabric
Create scrapbooks
Origami
Acrylic Clay
Create windchimes
2-D graphic art design for visual media and books
Production and layout for visual media/books
Drawing, Painting
Calligraphy
Chinese brush painting
Zentangle workshops
Paint and drink nights
Silhouette making
Memoir writing and illustration
Felting and felt design

**Computer Programming/Technology**
3D Printed Items – practical or decorative
Create assistive devices
Create holiday ornaments with 3D printer
Create custom magnets with 3D printed items and magnets
Computer Programming with Codeacademy
Computer Coding with Scratch
Raspberry Pi
Arduino
Animate Your Name in JavaScript, CodeAcademy
Sketching with Electricity

**Cooking**
Cooking Demonstrations
Baking Demonstrations
Cake Decorating
Cookie Decorating
Chocolate Making
Candy Making
Beer making (brewing)
Specialized tastings (wine, beer, cheese, spirits, olive oils, candies, jarred treats)
Pickling
Bento Boxes
Sushi Making
Coffee Roasting
Creating fast, healthy snacks
Microwave gourmet
Toaster Oven gourmet
Chef’s Show with local restaurant guest host
Holiday gift making
Ice Cream making
Bartender Certification workshops

**Gardening**
Creating herb gardens
Container gardening
Hydroponic gardening systems
Create Beer/Soda Bottle Watering Globes
Create a Teardrop Bee House from Bamboo Poles
Create a Bird, Bee or Bug House
Paint terra cotta pots
Create personalized aprons
Create hanging planters
How to raise chickens
Bee Keeping

**Games**
3D Printed Marble Machine (marble roller coaster)
Table Top Games - Pieces can be printed on the 3D printer
Laser cut wooden puzzles
Laser cutter to create scale models

**Fashion and Fiber Arts**
Fashion Design (Basic Sewing and Pattern Making)
Create DIY clothing
Yarn dying
Fabric dying
Bleach t-shirts creating custom designs
Machine embroidery
Needlepoint
Knitting and Crocheting
Quilting
Weaving
Silk painting on fabric to create clothing or accessories
Beadwork (create jewelry, accessories, decorations, clothing)
Eggbot Pattern Generator – design on round/spherical objects, eggs, ornaments, wine glasses
Jewelry making
Sewing
Tie Dye clothes or cloth bags with stencils

Music, Film, Photography
Adagio for sound and music education - Using web and cloud technologies, makes any device a sound recording studio
Vidor online film editor
Build a Kite Aerial Photography Rig
Create an acoustic guitar
Digitizing photos, slides, videos, or audio
Archival storage of media
Story Corps recording sessions – audio and/or video
Videography
Lighting workshops
Photo editing with Iphoto
Digital and/or Portrait photography

Robotics
Lego Competitions
Lego building contests
Robotics
Robotics – making robots with RobotGrrl, “ethical robots that bring smiles”
Penny Battery circuits
Create toy rowing boats
Builds using Makey Makey kits

Small Appliance/Home Improvement and Design
Wiring for Women – Basic Home Wiring How To
Create coasters using cut pieces of tile
Hands on technology, SparkFun Electronics
Use the laser cutter to create stencils for home décor/design
Take it Apart workshops (small, every day objects like toasters and blenders)
Create stained glass soap
Create stained glass votive candle holders
<table>
<thead>
<tr>
<th>Use Arduino board</th>
<th>Fritzing Code to Design Circuits Digitally</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Arduino Board" /></td>
<td><img src="image2.png" alt="Fritzing Code" /></td>
</tr>
<tr>
<td>Learn Raspberry Pi and soldering create an FM radio</td>
<td>Create jewelry from tissue paper, ICE resin, and wire</td>
</tr>
<tr>
<td><img src="image3.png" alt="FM Radio" /></td>
<td><img src="image4.png" alt="Jewelry" /></td>
</tr>
<tr>
<td>Makey Makey kits</td>
<td>Create objects with 3D doodler</td>
</tr>
<tr>
<td><img src="image5.png" alt="Makey Makey" /></td>
<td><img src="image6.png" alt="3D Doodler" /></td>
</tr>
<tr>
<td>Create objects with a 3D printer</td>
<td>A 3D printer can create fabric</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>WAIC could offer machine embroidery</td>
<td>silk fabric painting</td>
</tr>
<tr>
<td>feltling and felt design</td>
<td>weaving</td>
</tr>
</tbody>
</table>
Use a Lasercutter to make custom stencils or custom designed business cards

A Laser Cutter can create 3 dimensional wooden boxes

An EggBot is a robot that draws on spherical objects

3D Printers can print small useful items like hooks, widgets, or game pieces

3D Printers can create musical instruments
Bibliography


Puff Dragon robot: http://www.makeuseof.com/tag/arduino-technology-explained/


Woven piece photographed by June Lister, May 31, 2012, All Fiber Arts Group, Facebook.