

The Old Cheese Factory
34 Homestead Road
(PO Box 921)
Berwick VIC 3806
P: (03) 87127755
E: bdwwcsec@outlook.com

APPLICATION FOR MEMBERSHIP

Welcome

Welcome to the Berwick District Woodworkers Club! Whether you are an experienced woodworker or a beginner who is keen to learn, we look forward to having you join us. Membership gives you access to our well-equipped workshop and contact with other woodworking enthusiasts, so we encourage you to get creative with your own projects and get involved in Club activities. There are numerous ways to enjoy the benefits of membership.

Club History

The Club commenced with a group of six people in June 1986, meeting at various venues before establishing a permanent home at the Old Cheese Factory in Berwick. Members converted an old machinery shed provided by the Council into a workshop. The workshop was extended in 1998 to include a meeting hall, kitchen, office, library and storeroom. In 2002, an extra shed was added for wood storage and painting.

In 2020, the Club moved to our brand new premises on the north-western side of the grounds of the Old Cheese Factory. This provided more space for safer workshop operations as well as a larger, quieter common room incorporating bathrooms, an office, a kitchen, pantry and the library.

Currently the Club has around 100 members involved in honing their skills on personal projects, making wooden toys for children in need, and assisting organisations such as kindergartens, schools, community centres and aged care homes.

Club Structure

The Club is incorporated under the Associations Incorporation Act (incorporation number A0012122U). It operates with an elected committee of ten consisting of four officers (President, Vice President, Secretary and Treasurer) and six ordinary members. In addition, there are several coordinators who take the lead on matters such as curating our extensive library, editing the monthly newsletter, compiling the Club's history and looking after equipment in the workshop.

Safety

Working safely is paramount at the Club. Woodworking equipment has the potential to be harmful so all members are required to undertake training before using tools or machinery that is unfamiliar. The workshop is fitted with a state-of-the-art Micronaire air filtration and dust extraction system, and some personal protective equipment (PPE) is provided for general use. However, members are encouraged to bring their own safety glasses or goggles, respirator or dust mask and hearing protection for use in the workshop. In line with safe work practice, at least three members must be on site whenever the Club is open.

Social Events and Activities

An important part of the culture of the Club is the friendly social environment that results when people with a common interest in the craft of woodworking come together. As well as the work that gets done in the workshop, we hold events such as lunches and dinner gatherings where members and their partners can get to know each other in a relaxed atmosphere. The Club newsletter comes out monthly and details upcoming events.

To introduce the Club to the wider community, we participate in Agricultural Shows and festivals around the Casey/Cardinia district, and our annual Expo is always eagerly anticipated. This coincides with the Casey Winter Arts Festival in July each year when we open our doors to the public and hold an exhibition to showcase members' work. All Club members, whatever their level of experience, are encouraged to display at the Expo.

Hours of Operation

Currently, the Club is open each weekday as follows:

Monday	9:00am – 4:00pm
Tuesday	9:00am – 12:30pm
Wednesday	9:00am – 7:00pm
Thursday	9:00am – 12:30pm
Friday	9:00am – 12:30pm
Saturday	9:00am – 12:30pm

Opening at other times is sometimes possible by arrangement.

Fundraising

The Club's major source of income is entry donations from the Farmers and Craft Markets. Club members assist visitors to the markets by marshalling car parking and staffing the entrances. The time contributed by members on market days is important for the Club's financial security, so all members are encouraged to participate and provide support.

Fees

The joining fee is a once-off fee payable at the time of applying for membership. The annual membership fee is payable at the time of applying for membership and thereafter at the beginning of each financial year on 1st July.

	Joining Fee	Annual Membership Fee
Individual Membership	\$40	\$65
Family Membership (two persons)*	\$60	\$100

** for family groups of more than two members, please enquire for current joining and annual membership fees.*

Club Banking Details

Bank:	Westpac	BSB:	033 609
Account Name:	Berwick District Woodworkers Club Inc	Account No:	416074

CODE OF CONDUCT

Our Club

Berwick District Woodworkers Club Inc (the Club) was established in 1986 and has a proud tradition of bringing together people interested in all facets of the craft of woodwork. In doing so, we

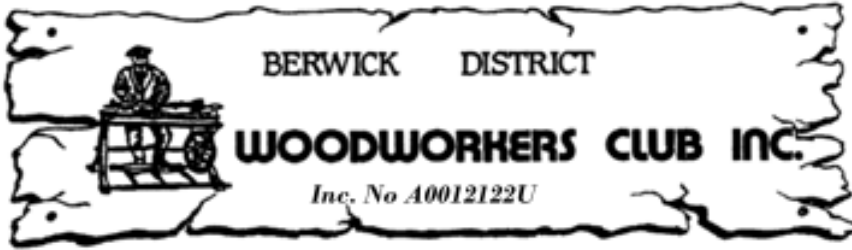
- promote an appreciation and understanding of working with wood
- encourage members to improve their skills
- support local charities through the production and distribution of children's toys
- engage members in an active and social environment
- assist members returning to the community following events such as injury, hospitalisation or personal trauma
- maintain a work ethic that prioritises health and safety.

Our Values

Honesty	We act honestly and in good faith to promote the best interests of the Club and the community.
Respect	We treat everyone with respect, courtesy and fairness, with proper regard for their interests, rights, safety and welfare.
Harmony	We provide a harmonious and productive environment based on professional and friendly relationships and a positive culture.
Involvement	We encourage all members to be involved in Club activities to the full extent that their circumstances allow.
Inclusivity	We welcome members regardless of their gender, age, personal situation or background.
Openness	We are receptive to innovation and opportunities, and we engage in civil and tolerant debate when opinions differ.

Our Responsibility

As members of the Club, it is our personal responsibility to uphold these values in all interactions and dealings with fellow Club members and the wider community.



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APPLICATION FOR MEMBERSHIP

Applicant's Details (please print)

Name:

Address: Post Code:

Phone: landline –
mobile -

Email:

Emergency Contact: (please print)

Name:

Phone:

Privacy

I consent/do not consent* to my contact details being provided to other Club members.

* delete the option that does not apply.

Declaration

I hereby apply to become a member of the Berwick District Woodworkers Club Inc. In the event of my acceptance as a member, I agree

- to be bound by the rules of the Club as amended from time to time
- to follow the Club's Code of Conduct
- to follow the Club's safety procedures and to take responsibility for the safety of myself and those around me
- to undergo training by an approved Club member before being permitted to use any equipment or machine, and not to use any equipment or machinery on which I have not been trained.

I understand that all Club members are expected to participate in at least three Club activities per year, such as working bees, markets, shows and exhibitions.

Applicant: Date:

(print name) (signature)

Proposed by: Date:

(print name) (signature)

Seconded by: Date:

(print name) (signature)

Please Note

It is recommended that applicants visit the Club before submitting an application form.

Applications that do not include a proposer and seconder cannot be considered.

The proposer and seconder must be financial members of the Club.

Applications are considered at the next committee meeting following their submission.

For further information, please contact the Club secretary by email at bdwwcsec@outlook.com

Prior Experience

Please provide a self-assessment of your experience with the following (*place an "X" on the line*)

Basic hand tools (low)_____ (high)
(e.g. hammer, saw, screw driver)

Advanced hand tools (low)_____ (high)
(e.g. hand plane, chisels)

Hand held power tools (low)_____ (high)
(e.g. drill, jig saw, orbital sander, trim router)

Wood machining equipment (low)_____ (high)
(e.g. planer, thicknesser, table saw, band saw, router)

Wood finishing (low)_____ (high)
(e.g. sanding, painting)

Lathe (low)_____ (high)

Please note any other relevant experience or training, e.g. first aid, that you have:

Survey

Are you interested in joining our toy making program?

Do you have a special area of interest that you would like to pursue?

How did you hear about us?

Club use only

Ref: 040523

Payment received on:

Application considered by committee on:

Decision notified to applicant on:

Name added to register on:

Contact details added to newsletter list on:

Contact details added to Secretary's list on: