

Victor Valley Gem & Mineral Club

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The Victor Valley Gem and Mineral Club welcome you to our club.

Please read all the materials provided in this package to familiarize yourself with questions you might have regarding the club rules.

Enclosed in our membership package you will find your badge, which will help identify you as a member and let other members know who you are and what your name is. You will also find in this package a copy of our By-laws, Membership list, safety rules, 2 certification forms (one for Lapidary and one for silver-smithing), which you will turn into the instructor on duty when you come in for workshop. Also enclosed is a copy of the instructor duties, merely to acquaint you with the information and inform you of their authority. If the instructor on duty advises you of misuse of the equipment and instructs you in the proper use of it and you choose to disregard their instruction, that instructor has the authority to revoke your privilege to use that piece of equipment. The instructor will immediately notify the President of the club, who will in turn notify the Board of Directors. You will also find basic instructions for making a cabochon.

You are not authorized to use any of the clubs equipment until after you have demonstrated for an instructor. You will then be certified by the authorized certified instructor who will sign you off as being properly certified for the particular type of equipment you have demonstrated.

The certifying instructor will issue you instructions for the particular piece of equipment you are using to qualify for certification. There is a \$2.00 shop fee charged for using Club equipment, which is collected by the instructor on duty, this fee covers one whole day. Findings are also purchased from the instructor on duty and a receipt is issued for any money received by the instructor.

All membership fees are paid to the membership chairman plus a \$6.00 charge to cover the cost of your badge and membership package.

In order to maintain fairness and courtesy issues, **a time limit on any piece of equipment is one hour. If there is someone else using the piece of equipment you would like to use, notify the instructor on duty so he or she can schedule you in for your turn.** If there is no one else waiting to share that particular piece of equipment, you may continue to use that particular piece of equipment until such time that someone else does want to use it.

If you are working on a piece of equipment and you think it is not functioning properly or something is not right, please notify the instructor on duty immediately. The instructor will evaluate the problem and place a DO NOT USE tag on the equipment with is not to be used until the equipment is properly fixed and released at which time the tag will be removed and filed for future information.

One exception to the rules is, if you are making a sphere and have a jig in the saw, you may leave it in the saw to be completed the next open workshop day.