Fifteen Minutes Volun-told Jobs Around CA

- Take the trash out to the dumpster and replace the liner (check cabinets in the galley)
- Wipe down table with cleaner (check above the cubbies for spray cleaner)
- Hunt down scissors marked with pink tape & return them to the scissors rack
- Label all the portable furniture with pink tape (located in the tape drawer)
- Throw away fabric scraps lying on top of the sewing table
- Mark all the glue guns with pink tape
- Mark all the nicer paintbrushes with pink tape
- Mark all the chairs with pink tape
- Check button stock – if low contact @Team_creative_arts on talk.dallasmakerspace.org
- Check around CA for tools that belong in different areas
- Return all pencils/pens/ect to appropriate drawers
- Vacuum the floors (vacuum is located in the janitor's closet)
- Check to make sure that the iron and heat press is off
- Put all vinyl accessories back in the appropriate containers on the vinyl cutting table
- Put any vinyl scraps with area greater than 2 square inches in the scrap vinyl drawer
- Straighten chairs and stools