



## Board Meeting Minutes

\_\_\_\_\_11 May 2015\_\_\_\_\_

Present: Christina H. Stephen H. Kathi K. Abigail C. Shanel C. Cindy D. Debbie L.

### **Board Member Reports:**

- President - Christine: Nothing to report
- Vice President Stephen: There are some leaks in the building. Stephen will get bids on a ventless in the wall AC system for upstairs. The ramp into the building is falling apart - need bids. This is a safety issue. Stephen has received little feedback regarding the decision to discontinue some of the clays and will continue to monitor response. Will see how the current stock of discontinued clay moves.
- Treasurer - Abigail: are under budget on expenses and over budget on show income. Still working on getting name changed on PayPal account. Will put the President's name, Christina, on the account. Abigail will work with Christina to get this done.
- Membership - Shanel: We have 70 regular members and 15 associate members
- Classes and Workshops - Deb: Tuesday night's class cancelled for this session - not enough students. All other classes are almost full.
- Marketing - Cindy: Still working on the website

### **NEW BUSINESS:**

#### **Show support requests from Toshi Matsumura and Cindy Wedding:**

- asked board to discuss with Toshi any changes/issues related to the show. The agenda and minutes of the board meetings will be sent out now so that will keep Toshi and Cindy aware of any issues that may or will be discussed.
- They asked that feedback related to the show be sent to them to review and address and to encourage members to make suggestions/feedback via email or personally to Cindy/Toshie
- Board members to serve as good examples of following guidelines/processes
- Toshie and Cindy will bring an itemized budget to the board for requests related to show improvements
- Toshie and Cindy will present their draft plan for the November holiday show at the July board meeting.

#### **LOA/Former Member - changes to the bylaws - Shanel C.**

- Shanel proposed to change the term of LOA's from 6 months to 3 months. In order for an LOA to be granted, the member must be up to date on payments. LOA's must begin the first of the month.
- Shanel also proposed to add any former members applying for membership to be added to the bottom of the waiting list. The initiation fee would be waived for former members.

#### **Special Membership - Shanel C.**

- Shanel had a request for special membership for Diane Cowley - former guild member. Diana will be in Colorado for 3 months during the summer. The board approved the special membership for Diana.

#### **Membership Numbers - Shanel:**

- Shanel proposed we increase the membership to 80 - an increase of 5 - as of June 1, 2015. 65 Regular member and 15 Associate Members. Shanel will review the available rack space to see if we need additional racks. Floor storage space was also discussed. A proposal was made to eliminate the availability of floor storage space as of July 1, 2015. Passed by the board.

### **New Slab Roller - Stephen and Christina:**

- Stephen received a request to purchase a new slab roller. The current slab roller only has one roller and is difficult to adjust to control the thickness of the clay. The price of a new slab roller was approximately \$700. There is not consensus among the handbuilders that they would want to eliminate the current slab roller; rather keep the current one and purchase a second one.
- Christina suggested this request be added to a list of equipment, improvements, that members have. A list will be compiled based on feedback from the membership to be discussed and voted on at the September meeting.

### **OLD BUSINESS:**

- Deb - classes: She is going to clean out the email messages. She is also planning on developing a class evaluation via Survey Monkey. She will bring the questions to our next meeting. She is also investigating new workshops.
- Cindy - working to improve our website. Will bring two options for our logo to the next board meeting; Option 1: current logo revised; Option 2: new logo idea. Our current logo does not work well on the website and new venues utilized by our marketing efforts.
- Cindy has also purchase the rights for the guild for a new web address: NOCOPOTTERSGUILD.com. This represents our guild better than coloradopottery. Any messages sent to the old web address will automatically be forward to the new website. Stephen moved and Shanel seconded the motion to approve the new web address. The board voted to approve the new web address.
- Christina asked if we could start the board meetings earlier. The board agreed to a new start time of 5:30 beginning in June.

Since there was no further business, the meeting was adjourned.

### **MOTIONS AND VOTES:**

- **Approved the minutes of the April 13 board meeting. Filed in book.**
- **Change the LOA time period from 6 months to 3 months; no LOA if payments not up to date; LOA's to being at the first of the month. Voted and passed**
- **No special placement on membership waiting list for former members. Voted and passed**
- **Increase membership to 80 as of June 1, 2015. Voted and passed**
- **Eliminate floor storage space as of July 1, 2015. Voted and passed**

### **ACTION ITEMS:**

1. **Kathi to update bylaws and rules and regs related to LOA's, former members, membership numbers, and floor storage space rental and send out to membership.**
2. **Shanel to send out to membership notice of membership increase and elimination of floor storage space.**
3. **Stephen to get bids on new ramp into the building and AC system for upstairs.**
4. **Stephen and Christina to compile a list of requests related to equipment, improvements from members to be discussed and voted on at the September meeting.**
5. **Kathi to check with Jill on addition of bylaws and rules and regs. to guild computer.**

### **Agenda Items for next Board meeting (\_\_\_June 8, 2015\_\_\_)**

(not necessarily in this order)

1. Shanel - racks, shelves availability
2. Debbie - Survey questions for class evaluations
3. Cindy - Logo options

### **Agenda Items for next Board meeting (\_\_\_July 13, 2015\_\_\_)**

(not necessarily in this order)

1. Toshi and Cindy to present draft of November show for board review