



## Board Meeting Minutes JULY 13, 2015

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

Absent: Abigail C Shanel C.

Minutes of June 6, 2015 meeting approved. No Treasurer's report

**Liz Stroh gave an update on tumblers for Crossroads.** Some are completed. She suggested a board member present the check and the completed tumblers to CrossRoads. The board agreed that Christina H. and Liz S would make the presentation to CrossRoads.

**Liz also commented on the cost of the AC bids.** She asked if we had looked into the portable units that cost \$700. Board recognized the option.

### **UPATE FROM TOSHI M. AND CINDY W. ON HOLIDAY SHOW IN NOVEMBER:**

It was clarified that the Clean Up Chairperson is not under the umbrella of the Show Chairperson.

Proposal was made to add a VIP evening on Thursday November 12th 6pm - 8pm. Limited to guests who have spent \$100 or more at Spring show and 2014 Holiday show (depends on if we can find the records that give us this info for 2014. Toshi has the information from 2015 Spring show). VIPs will be invited by mail. Each guest will be able to bring a guest. Will have free gift for the VIP's - some small piece of pottery to be determined.

The board approved the VIP evening.

Show participants will vote on adding the VIP evening at the September 23rd participants meeting.

Toshi will work with Cindy Dalton to coordinate door prizes - use as marketing tool.

September 14th is the deadline to sign up for the November show

September 23rd is the participants meeting

November 7th will be decoration and guild set up (this is not individual set up date)

November 7th - 15th guild will be closed to potters for clay work.

The lay out was presented:

- agreed that we would not use sink area

- will not have overflow space

- proposal for wall hanging space - need approval to spend ~\$155 from budget for pegboard materials

- proposal for handbuilding room counter drapes with velcro and stair tie attachments for stairs drapes. Cost ~\$65. Cindy, Toshi along with other guild members will take care of installing the velcro strips to the counters and drapes along with making the stair ties.

**NEED DECISION FROM BOARD BY SEPTEMBER 2ND ALL MEMBERS MEETING ON THESE EXPENDITURE REQUESTS.**

### **OLD BUSINESS:**

**Stephen H: AC** Three bids were presented. Stephen recommended we go with Metal Mechanics \$4415 bid. Includes everything. Cindy W. asked where the compressor would be located? If on the side of the building or on roof, no issues. If on the ground on a cement pad, she would have to be consulted to ensure we are not encroaching on neighboring property.

Cindy also asked us to consider extending the floor space of the handbuilding room and adding a window on the north wall for natural air flow in lieu of an AC unit. No idea of the cost of the project. If we go this direction, Cindy would share in the cost. If we go with the AC unit, the entire cost would be responsibility of the guild. Cindy may see if she can find a contractor for estimated costs of expanding the handbuilding room.

After some discussion, the board decided not to move forward on either option. We have no idea of the cost of extending the handbuilding room and adding a window. We do not have a contractor contact. The cost of the AC of \$4000 is a large expenditure.

**Christina reporting for Shanel** reported we have 86 total members. Includes 1 special member and 1 guest member.

**Kathi Kline:** Presented rewording of shelf space rental in rules and regs. Board approved. Reviewed requested change to how spaces are determined by member for guild shows. Was requested to remove statement stating that members who were upstairs the previous year would get first choice at being downstairs. The board voted to remove the statement. Updated rules and regs will be sent out to the membership with the June 8 approved minutes.

**Cindy Dalton, Marketing:** 63% of the membership voted on the logo. The new logo was approved by the membership. The website is ready to be handed over to us. She will be training Jill P. and Shanel. Debbi L. will be trained later. Cindy needs photos for the website. Will have a photoday Aug 19th.

**Debbie Liptak, Classes&Workshops:** The membership survey was completed. Good response. Debbie will be ordering additional tools for classes as required. She is also scheduling a glazing workshop with Mayco. Cost for members will be \$50.

**Stephen Huth:** Ramp and stairs repaired and are sturdier. Will stay with the current plan not to stock cone 5 Bmix. Only has received one request for this clay for #100 pounds.

**Christina H:** All members meeting is September 2nd. We will not have a board meeting in September.

Our listing for the Community Foundation No. Co. Facebook page was submitted. We are now listed.

Another option for consideration is Colorado Gives. Christina will investigate.

Christina talked to a guy at the open house who has equipment he would like to donate to the guild. He received as part of a grant and will check with the State to see if there are any issues with him donating the equipment to us. Christina will follow up with him. We no longer have any need for our big three step ladder. Christina and Cindy will find an outlet to sell this. Christina tabled her remaining agenda items until August.

#### **MOTIONS AND VOTES:**

1. Approved VIP night for November show
2. Motions made and voted not to move forward on AC.
3. Motion made and voted to approve changes to Rules & Regs.

#### **ACTION ITEMS:**

1. Deliver check and mugs to Cross Roads - Christina H.
2. Review show budget requests - pegboards and velcro - decision to Toshi by September 2.
3. Cindy to get paperwork to Christina for Colorado Gives
4. Christina to follow up on equipment donation possibility.
5. Sell large three step ladder - Christina and Cindy

#### **AGENDA ITEMS AUGUST:**

1. PWP - Christina
2. Budget - need to review show requests
3. BOARD voting by email

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Signed by President