



Board Meeting Minutes JAN 9, 2017

Present: Christina Hellyer, Liz Stroh, Kathi Kline, Cindy Dalton

Absent: Hannah Zimmerman, Shanel Cass-Caskey, Deirdre Cook

Christina H called the meeting to order at 5:50 pm on , Jan 9th, 2017. The minutes for the board meeting and the March All Members meeting were approved and filed.

REPORTS:

Christina for Deirdre Classes and Workshops: We moved the date for the Penny Bidwell workshop to Jan 28th to avoid conflicts with the Women's March. We have 10 folks would love more. Continental Clay has donated the clay for the workshop.

Classes are full - we lost a few students the first week but believe we have 53 students.

Last week Deirdre sent the list of next session classes to Cindy D to be posted.

Looking as a couple of 4 week hand building sessions - one for extruder building and maybe something with Donna I.

Cindy Dalton - Marketing/Publicity: Results from guests at the November show who registered for the drawing answering the question "how they heard about the show". 138 = heard or came with a friend; 27 = Face book postings; 10= email from guild; 91 = postcards; 11= guild website; 9=signs; 4=were students. Cindy will share this data at the next All Members Meeting. Need ideas on how to continue to increase attendance at our shows. Ideas may include asking members to collect names at other venues in which they participate, have business card sized cards available with dates of future shows. The next show if May 6th and 7th at the guild.

Liz Stroh, Vice President: Has replaced cracked boards in the clay storage area with real wood boards. The round kiln is taking a long time to fire - about an hour more. Liz will monitor to see if the firing time continued to increase over time. We had a water issue during the cold snap. It appears the pipes were not completely frozen but enough to prohibit the flow of water into the guild temporarily. Cindy Wedding checking with the plumber who last worked on our pipes to see why this happens and what needs to be done to avoid in the future. Liz will talk to the Facility Assistants plus advise members that the step at the back door needs to be shoveled after it snows to avoid having the door freeze shut. The Guys Next Door make arrangements for the lot to be plowed after a snow and also make arrangements for mowing during the summer. We may see a bill for the last snow storm.

Christina Hellyer, President: Nominations for the board - still no one willing to run for President. We have nominations for Secretary, Membership, and Publicity. The members in the positions of Vice President and Classes & Workshops will continue for one more year.

AGENDA ITEMS:

Facility Manager: After reviewing the issues the position would address and the purpose of the position, the board agreed to move toward having a Lead Facility Assistant for six months to see if this will meet the needs. Liz will take on the role of Lead during the six months trial period. The current board will continue to rotate through Saturdays selling clay through the month of April. New board members will

take on the responsibility of selling clay on Saturdays beginning in May of 2017. Also, the new board members take over their responsibilities May 1st 2017.

SHOW RESULTS: No additional discussion as this was discussed at our last board meeting.

MARKETING PROPOSAL: Cindy Dalton will evaluate the proposal and come back to the board with recommendations if required.

CREATION OF COMMITTEES FOR SPECIAL PROJECTS: The board agreed that special committees are needed to get more guild members involved in special projects for the guild. The board will determine when the special committees are needed. At this time, we have the need for a special committee to continue the investigation of a possible new location. Christina Hellyer is interested in heading up this committee beginning in May 2017. Christina along with the board will solicit members to join this committee.

PHOTO BOOTH: The idea of having a photo booth set up in the corner of the kitchen area will be investigated by Cindy Dalton. This set up would remain in place for any member wanting to photograph their pieces.

MISCELLANEOUS: WRITE OFFS FOR 2016: The write offs did happen before the end of the year 2016. NEW MEMBERS need to be reminded of cleanup duties. Would be helpful for Facility Assistants to know how this is presented to new members so behavior can be supported.

BOARD MEETINGS: Members - all board meetings are open. If any member is interested in knowing what is on the agenda, has an issue they would like to bring to the board, please contact a board member.

Action items were reviewed and updated.

1. All board members prepare detailed check lists for their current positions ready for review at the FEBRUARY BOARD MEETING in preparation for one on one transition discussions in May.
2. Liz Stroh to get estimates on floor in hand building room
3. Kathi send out email reminder to board members prior to February board meeting for board position check lists.

ITEMS FOR FUTURE BOARD MEETINGS:

FEBRUARY:

1. Review and discuss job description check lists for each board position.

APRIL:

1. Review Lead Facility Assistant 3 month trial position in lieu of Facility Mgr. position.