



Northern Colorado Potters Guild and Studio Board Meeting Minutes August 12, 2019

IN ATTENDANCE: Jeanne Shoaff, Tyke Wortman, Adeline Engelstad, Dierdre Cook, Jen Long, Ruth Hartman, Pam Vagge, Gloria Austin, Cyd Johnson, Cindy Wedding

ABSENT: Rose Moon

Meeting called to order at 5:28pm

MINUTES were approved from July board meeting.

REPORTS:

a) Dierdre (President)–

- i) Send cards for celebrations and bereavement
 - (1) Jen will pick up cards and announce to membership for signing
 - (a) current cards for Christina (dad's passing) and Katherine B (new baby)

b) Jeanne (Treasurer) -

- i) exactly where the Guild should be for income
- ii) running less in expenses
- iii) \$4k in the black
- iv) one person late notice, 2nd time late in calendar year.

c) Tyke (Class Chair) –

- i) Session 5 classes to end on Oct 22
 - (1) new classes start after show
 - (a) however, suggests to not offer Session 6 classes - use time to figure out new website/ technology and fill in open availability with workshops
 - (b) Ruth motions to remove Session 6 classes. Adeline seconds. Motion approved.
 - (2) Session 1 starts January 7 and 9, 2020
- ii) Lori Acott - workshop
 - (1) needs oval reserved Friday and Saturday (Sept 6 & 7)
 - (2) Raku on Sunday (Spet 8)
 - (a) - Rose has already ordered new Raku shelves
 - (3) Jen will be assistant to host event
 - (a) Will let members know hand building room reserved
 - (i) Raku kiln moved outside
 - (ii) Asked for list of needs for workshop
- iii) Susan Gilbert will be teaching a raku workshop October 12 & 13
- iv) Tyke is resigning

- (1) Cyd Johnson is the candidate for replacement with Laura Poe as assistant
 - (a) Dierdre makes motion Cyd and Laura to fill position until May - Ruth seconds - Board approves - motion passes

d) Adeline (Marketing Chair) -

- i) Website - Wix vs Squarespace
 - (1) Proposes switching to a Wix website
 - (a) Ease of use (current website do not offer)
 - (i) will update more often if it is easy
 - (b) Aesthetics
 - (i) neutral palate for pottery display
 - (c) Password protected intranet
 - (i) Members only page
 - (ii) User friendly
 - (iii) Clay sales
 - (iv) Perhaps member dues
 - (d) Subpage for member's pages
 - (e) Unlimited bandwidth for videos
 - (2) Basic page as an under construction while transferring
 - (3) Jeanne asks if The Guild owns that domain - Adeline, yes
 - (4) Jen motions to approve Adeline's proposal to move website to Wix platform and update website. and Ruth seconds, Board approves. Motion passes.

e) Ruth (Membership Chair)

- i) Stephen Johnson - leaving end of month / perhaps next month - will get confirmation.
- ii) Kathryn Bigalo had her baby and is on leave
- iii) Added one new member - officially have 83
- iv) Four on waiting list
- v) No one signed up to sell clay this Saturday - Jen to sign up

AGENDA ITEMS:

1. Pam and Gloria - new firing proposal (see proposal)

- a) Ruth - questions need to ramp/hold bisquing vs cone fire concerned wishes to lessen firing times
- b) Proposing slow cone fire programmed as a ramp/hold program to quicken firing time but still have control over top temperature and holding times.
- c) Pam presents case studies of kiln firing temps
 - (1) In the past kilns have had varying results top/middle/bottom, firing can be very random - wanting to make them consistent
 - (2) Kiln repair person suggested specific Ramp/Hold program, and it was implemented
 - (3) Since this change kiln results now are great, but firings are way too long
 - (4) Proposal will hopefully quicken firing times AND still have great results
- d) Gloria and Pam ask that FA kiln leads (Pam and Gloria) have control over tweaking temperatures to maintain consistent firing results and time.
- e) Pam present firing data (see proposal page 3)
- f) Ruth asks about electrical usage
 - (1) Pam theorizes the kilns are using the same amt of heat work even with longer firings therefore same about of watts used, but it without data to back up theory
 - (2) Dierdre offers the idea that the extended time is due a slow cool

- (3) Skutt says 8.5 hrs unless slow cool then it goes to 12hr.
 - (a) Pam said the Guild has never had a 8.5 hr, avg is 14-15 hrs
 - i) Perhaps the kilns are not getting enough amp
- g) And as kilns and elements age, the temperatures will be needed to be tweaked to bring it up or down.
- h) Members can still rent kiln and run Cone 6 medium/ Cone 04 slow
 - (1) Ruth brings up need for communication to members who are renting kiln and how kilns are firing and will need to talk with kiln lead (Pam or Gloria) and they cannot put other peoples work in.
- i) Jeanne suggests calling Skutt and finding out why firing is so slow.
- j) Dierdre proposes board accepting proposal and adding communication to be transparent to members and suggest running test tiles. Jeanne seconds. Jen will send out to Guild members. Board approves.
 - (1) Jen will remind members about not glazing using studio glaze and taking off site to fire, noting members pay for glazes with glaze firing fees.

2. Tyke and Cyd - classes

- a) Cyd taking over IF there isn't as much work - payment online only
- b) Paypal isn't sending receipts
- c) Cyd and Adeline get together to refine class sign ups and payment
- d) If using iPad, perhaps put it in teachers contract that iPad is their responsibility to keep onsite and safe.
- e) Adeline to look at payment buttons and options
- f) Should have question to find out how students are being referred to classes
- g) Ruth - can buy an iPad at Costco
 - (1) Costco vs eBay. Costco will have warranty.
 - (2) Dierdre motions to purchase iPad at Costco for class payment. Tyke seconds. All approved. Motion passes.
- h) Workshop instructor pay - instructor based fee (can be negotiable, a good guess is 60/40)
 - (1) Ideas: spray booth workshop / mold casting

3. Glaze master - Cyd

- a) Making a video of how to glaze
 - (1) Will talk to Shanel or she will video herself
 - (2) Perhaps put it on the new website
 - (a) Can also add other instructional videos
 - (3) Ruth motions. Jeanne seconds. Board approves. Motion passes.
 - (4) Plan it to get it started on next month.
- b) Power strip for waxing is turning off within 2 minutes. Need new power strip? Adeline will bring one in to try out. If it fixes the issue, the Guild will buy one.
- c) Glaze bucket lifter - about \$600 - to save glaze masters backs
 - (1) perhaps someone can make out of wood?

4. Cindy Wedding - 17 underfired pieces coming out of right kiln

- a) Pam said kiln is firing at a perfect cone 6
- b) Cindy wants to know why FA are firing not at a Cone 6 program? Did not know the change to a Ramp/Hold it was her understanding the Guild was firing at the Skutt Cone 6 program
- c) Requests a reimbursement of some sort because she didn't know about the different firing and using her own glazes.
- d) Tyke suggests the Guild needs to talk about how kilns are firing and meeting others' expectations

- e) Adeline - suggests better communication
- f) Ruth - member expected something from past experience. What is fair for charging?
- g) Pam - FAs are trying to get all kilns to fire at same temperature.
- h) Jeanne - concerned about making sure the test tiles match the kiln firing results
- i) Gloria - in the past glaze masters ran test tiles
- j) Dierdre motions for a refund of 1/2 of firing costs. Tyke seconds. Board approves.
Motion passes.

- **OTHER ITEMS/BUSINESS:**Items for future discussion:
 - September :
 - Continuous updating of bylaws
 - Show marketing

Meeting was adjourned at 7:30 PM

Respectively submitted,
Jen Long