**Clay Arts Guild**

**Board Meeting Minutes**

Date/Time Wednesday October 12, 2016, 1:00 PM – 2:30 PM

Location Clay Arts Studio

Attendees:

Studio Manager: Gregory Byard, Studio Assistant: Rana Nasser

CAG Board: Beryl Snyder, Merilee Curry, Robert Hall, Robin Moore

Chair Positions: Pat Alger, Ann Henderson, Monika Hurt, Florence McCauley, Mary Leigh Miller, Bridget Moar, Marianne Sullivan

Various CAG Members

Agenda items:

1. **Approval of minutes of September 14 meeting:** Approved as corrected.
2. **Studio Manager Report:** Gregory Byard reported on:
	1. **City Events:** The city is having another Family Art Day on October 22nd. Most activities will be at the Shadelands, however at our Civic Park studio there will be a potter demonstrating wheel throwing and studio tours will be given.
	2. **Glaze Issues:** Gregory and Rana discussed recent issues with glaze being applied too thickly. These will be rejected for firing, with a note. If this continues to occur fines may be instituted, as in the past during Pete’s tenure.
	3. **Parking Issues:** With the return of the ice rink, parking is again a problem. Discussions with the city have resulted in a commitment that the police will tag cars parked on/over the lines as “Out of Space Parker”. Some attendees commented that there should be fines as well.
	4. **Kiln Issue:** Our old kilns occasionally need specific thermocouples replaced and these are no longer manufactured. Gregory has worked diligently to find someone who can custom make these and feels he is now on track to getting them made.
	5. **New Kiln:** The new kiln has been ordered and is being manufactured. There is a 4-5 month lead time; ours should arrive in the December/January timeframe.
3. **City Report:** Linda Johnson was not present.
4. **Financial Report:** Robert Hall presented the current financials, which were approved as presented.
5. **Committee Reports:**
	1. **Display Case Project:** Marianne Sullivan shared the two bids for the display case glass, and recommended going with Valley Glass as they seemed to be much more knowledgeable about the type of installation we need and also are a local business. Approved by the board.
	2. **Website/Technology:** Beryl reported that Brad Krebs is compiling a list of what board members want to see on the website and is researching websites of other like organizations. Florence McCauley highly recommended using Wordpress software. Monika Hurt expressed concerns that whatever we do, the website needs to be kept current. Bob Hall expressed that the website committee does not feel empowered to research a platform and appropriate software as the Board seems to be taking charge of these decisions. After a brief discussion, it was agreed that the committee is indeed empowered to research an appropriate solution and present their recommendations to the Board. On Bob’s recommendation, the Board approved the following directive to the committee:
		* 1. The committee shall present options with cost assessments with the goal to keep costs as low as possible.
			2. This presentation is to be given no later than the February meeting.
6. **Glazing Issues –** Since the last meeting, Gregory has taken steps to improve the glaze area as well as redefining the types of firing which give the best results for specific glazes. We now have carts for “High/Medium Reduction”, with signage specifying this will give the best results for Copper Red, Tenmoku and ??, and carts for “Oxidation/Low Reduction”, best for those glazes which take on red/purple tones when overly reduced. Some of the ideas floated at the last meeting will also be implemented:
	1. Bob Hall will put together a one-page sheet of glaze procedures and etiquette. Gregory will work with Bob on finalizing this document. This will be available in the studio for staff and monitors to share with students, especially when concerns are noted.
	2. Gregory to evaluate instructors on their glaze training strengths as part of their regular evaluations.
	3. Studio glaze class: Gregory is looking into adding a full 10-week class specifically on use of the studio glazes rather than the glaze making class.
	4. Gregory specifically asked that studio monitors begin monitoring the glazing area during their shift, and that they should feel empowered to speak with students when concerns are noted. Bridgett Moar agreed that monitors could be asked to do this once per hour, but more frequent would not be appropriate.
7. **President’s Report:** Beryl announced that our first evening **CAG Member Workshop** will take place on **Sunday, November 13th from 7-9 PM**. Kathleen Jensen will teach Toolmaking. CAG will provide beverages, and CAG board members will provide desserts. All members are invited, and other students will be encouraged to join CAG and attend as well. Merilee will make up an evaluation survey so we can gauge the success of this first event.

The meeting was adjourned at 2:25 PM.

Submitted by Robin Moore