**Clay Arts Guild**

**Board Meeting Minutes**

Date/Time Wednesday October 11, 2017, 1:00 PM

Location Civic Park Dance Studio

Attendees:

Studio Manager: Gregory Byard

City of Walnut Creek: Maile Ogasawara

CAG Board: Beryl Snyder, Bette Sindzinski, Robin Moore, Robert Hall

Chair Positions: Donna Cowan, Ann Henderson, Florence McCauley, Mary Leigh Miller, Aletha Weims, Various CAG Members

**Agenda Items:**

1. **Minutes of September 13 meeting:** Stand as presented.
2. **Studio Manager Report:** Gregory Byard reported on:
   1. **Salt Kiln:** The first firing got good results – Gregory was congratulated on his efforts.
   2. **CAG Event:** There will be a Guild member event for salt firing on Thursday, December 21st from 5:30 to 8:30 pm. Attendees will bring bisqued work for a workshop on glazing and prepping for salt firing. The work will be fired at the beginning of January. Additionally, there will be three visiting artists at the event. They are ceramics graduate students from Edinboro University in Pennsylvania, and they will be demonstrating their work – one is a thrower and two are handbuilders.
   3. **Sodium Vapor class:** For the winter quarter Amber Noyer will be teaching Sodium Vapor on Wednesdays from 1-4 pm, and in spring Nadia Tarzi-Saccardi will teach it on Mondays from 1-4 pm. In these classes, students will be present for the kiln loading process. Gregory will continue to fire the salt kiln.
   4. **Slab Roller:** A smaller slab roller will be added to the studio by the beginning of winter quarter. This was budgeted for in earlier planning meetings.
   5. **Thievery in Studio:** Ceramic pieces have gone missing from both the damp room and the finished work cart. It is possible that some of the incidents are confusion over what the student’s work looks like, especially the unfinished items, however it appears that some work is being stolen.
3. **City Report:** Maile Ogasawara reported:
   1. **Handcrafted Holiday Sale:** Miley explained the inventory process, and that sellers do not need to identify each item with a unique description.
   2. The sale was curated by Peter Foucault, and no seller was turned down. Kimberly Lembo will coordinate it this year.
   3. **Parking Concerns:** Bette S. spoke about parking concerns at the studio and requested cones to reserve some spaces for potters. Miley said she would see what she could do.
4. **Financial Report:** Bob Hall reported:
   1. Budget vs. Actual and the Balance Sheet were reviewed.
5. **Committee Updates:** 
   1. **Library:** Books have been disappearing; it’s difficult to determine whether people just forget they have them or if they are being stolen. Discussed using a large label that can’t be missed, stating “Property of CAG Library”.
   2. **New Website:** Beryl S. reported that all relevant content has been ported to the new Wordpress website. She did this herself, while updates and edits were done by Brad Krebs and Robin Moore. Beryl also added a section with photos of the Guild Collection, and a list of CAG’s library books and videos. A bit more work needs to be done with the mailing list function, then we are ready to go live.
   3. **Popup Sales:** Bette S. asked about procedures for initiating popup sales at the studio. Beryl stated that a sale can be held any time someone wants to manage one. Bette would like to see one happen in December in front of the ice rink, as this was successful last year, however she will be out of town and can’t manage it. Beryl will send an email asking if there is anyone interested in taking this on.

The meeting was adjourned at 2:40 P.M.

Submitted by Robin Moore