**Clay Arts Guild**

**Board Meeting Minutes**

Date/Time Wednesday Feb 14, 2018, 1:00 PM

Location Civic Park Dance Studio

Attendees:

Studio Manager: Gregory Byard

City of Walnut Creek: Maile Ogasawara

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

Chair Positions: Pat Alger, Jane Burns, Ann Henderson, Mary Leigh Miller, Bridget Moar, Aletha Weims, Various CAG Members

**Agenda Items:**

1. **Minutes of January 17 meeting:** Stand as presented, with addition of Bridget Moar to Attendees.
2. **City Report: Maile reported:**
   * **Scholarship review:** Two clay class scholarships were given for the Fall quarter and one for the Winter quarter. Timing for application is changing. Until now, application happened when signing up for class. The applicant had to wait to hear about the scholarship before registering, and sometimes would find the class they wanted was full. In the future, students should apply for scholarship as soon as the classes go live on the Internet, which is a couple of weeks before the opening day of registration. This way they will know they have a scholarship and can have equal chance of getting into a class.
   * **Adult Art Night:** The city is planning to add an Adult Art Night to attract adults to classes. Geared for 18 and over, it is scheduled for the evening of March 23. Maile asks that we provide a couple of potters to demo wheel and handbuilding, and offered that CAG could sell pottery at the event. Also we could have a donation box for CAG with information about the Guild. Much discussion ensued about the date overlapping other events, and the feasibility of allowing one adult visitor at a time to try wheel thowing or handbuilding, but not a free-for-all. CAG needs to get back to the city with a plan for our participation.
   * **Parking Lot:** Maile asked if anyone has reported flat tires from the ice rink detritus. No one has so far.
   * **Studio Phone:** Linda Johnson agreed that the City would take over paying for the studio phone, but nothing has happened yet. Bob Hall will work with Maile to get this turned over, without a disruption in service.
3. **Studio Manager Report:** 
   * **Salt Workshop for CAG members:** will occur on March 21st from 6:30 to 9:00 pm. Gregory will also give a talk on this year’s NCECA conference.
   * **Master Potter Workshop Announcements:** The next workshop artist is Chris Staley.Gregory announced that starting in Fall, there will be no catered lunch offered in Master Potter Workshops. Instead, the schedule will allow an extra hour for lunch so people can go out to lunch, or brown-bag. He thanked CAG for all the work on past lunches, and also said that any morning snack/beverage, and afternoon snack/cookies will be a shared cost with the city. The workshops have gotten so large and popular that providing lunch is too expensive. CAG members suggested that the city charge $10 more for the lunch (without specifying it’s for lunch) and we continue to cater it. The feeling is that the lunchtime offers a wonderful interaction among participants. More discussion in future…
   * **Patrick Dougherty in Walnut Creek:** The Bedford Gallery secured an NEA grant to have renowned artist Patrick Dougherty build one of his large-scale pieces constructed from saplings in Civic Park this May. Interested parties may apply to be a volunteer builder. Bette will send info to members.
   * **Community Build in Larkey Park:** This mosaic project, originally scheduled for last year, will occur on March 22 & 23rd. There are a few spots left on the build team.
   * **Gregory wants to get out of the tool selling business:** and announced that Kathleen Jensen has happily taken over the purchase and inventory of tools in the studio.
4. **Treasurer Report:** Bob Hall reported on:
   * **Income/Expense statement:** The group noted that the charge for clay coupons seemed excessive; Bob will discuss with Gregory.
   * **Donation/Commissions:** two end of year donations were received, and a few commissions from outside sales. It was agreed that these individuals be thanked, by name, in the newsletter, unless the donors wish to be anonymous.
5. **Sale update: Pat Alger reported:**
   * Mary Leigh Miller designed the poster and postcard for the next sale, all approved with the addition of the website url to the poster.
   * Pat will hire 2 teens to do the heavy lifting for the sale set-up. CAG approved paying them.
   * Sale signage is being designed by Pablo Haz.
6. **CAG pots, and Library:** 
   * Bette reported that the CAG pots have been moved into the library, as the space in the main studio is needed for student work. She will discuss with Donna Cowan where entries to the Texture Contest can be placed.
7. **Parkmead Panther night:** Bette reported that volunteers are on board for this event, which occurs on the same night as the Adult Art Night, March 23rd (see above).
8. **CAG members and events: CAG roster, is it correct?** 
   * Pat Alger wanted to know how up to date the CAG member roster is. Ann Henderson is the keeper of the roster, and can provide information to Pat. Bounce-backs from the website were also discussed as people can attempt to join via the website but are occasionally not getting through to Ann.
9. **Need to replace hospitality, as Kathy Minard announced her “retirement” from the position.**
   * Thanks to Kathy for her hard work! Cheryl Helms has offered to co-lead, and we seek someone to share that responsibility.
10. **CAG studio banner and approval of cost and wording**
    * Brad reported to Bette that this is in process with Pablo Haz.
11. **Lost and Found tools**
    * Bridget reported that lots of the lost and found tools have been sold, but the feeling is that many students are unaware they are available, at only $1 each. Gregory agreed to ask instructors to inform students of their availability.

Adjourned at: 2:30 pm

Submitted by Robin Moore