

Date and Time CAG Board Meeting: April 17, 2019

Attendance: CAG Board Bette Sindzinski, Pat Alger, Aletha Wiens, Millie Robinson

Chair Positions: Jane Burns, Ann Henderson, Bridget Moar, Florence McAuley ,

Studio Manager: Takemi Tsuruta

City Report : Maile Ogasawara

1. Aletha, asks that everyone send her their needs for the future budget. We will discuss the budget at the May Meeting in preparation to present our board recommendations at the General Meeting in June.
2. **City Report :** Maile reported: The Program Coordinator Interviews will begin on April 28. There are 5 candidates to be interviewed. In early May there will be Staff Team Interviews. Scholarship Report, so far this year, all are Contra Costa Co folks. There are still some scholarships available , and the money does carry over to the next year, if not used this year. *Note: City budgeted amount for scholarships can affect our CAG budget for scholarships .* Discussion: Outside sales: Rules from city state work made in the studio will be sold at the studio and Community Arts Events. CAG items, i.e. pedestals, etc. belong to CAG and not Community Arts. The CAG Board voted not to lend out any CAG owned items and they are for use for CAG events or with permission of CAG to Community Arts Events.
3. **Studio Manager Report:** Takemi presented his ideas for the 3 year plan for the studio.

2019-2020

1. Replacement of 1 gas kiln (\$32000)
2. Additional/replacement kiln shelves for gas kilns (\$4000/kiln)
3. Replacement of damp room shelving (\$1000 -1500)
4. Replacement posts (furniture)(\$400)
5. Additional student lockers (\$600)

2020-2021

1. Replacement of 1 gas kiln (\$32000)
2. Additional/replacement kiln shelves for salt/gas kilns (\$4000/kiln)
3. Replacement of larger slab roller (\$2000)

4. Rebuilt Raku kiln (\$750-1000)

2021 – 2022

1. Replacement of 1 gas kiln (\$32000)
2. Addition of 1 larger electric kiln with shelves (\$8000)
3. Replacement of salt kiln hood (\$2000 -4000)
4. Replacement of 1 electric pottery wheel (\$1300)
5. Replacement of salt kiln burners (\$500-700)

This led to the question, will the city be able to match the funds for the future plans? The damp room will soon be back in use. The humidifier is being reinstalled for possible use during the dry hot summers. Discussion: Ideas for more use of the salt kiln and the raku kiln by CAG members due to the fact that CAG supports their purchase.

4. President's Report: The Minutes of the March Meeting were approved. Election of board for 2020 : The elections take place at the General Meeting in June. The current slate of officers are willing to serve again, and will be recommended to the Open June General Meeting. There will be opportunity for others to be nominated to be elected. In order to be eligible to be nominated the persons will previously be approached and agree to the nomination.

The results of the meeting of the President, Bette and Takemi concerning outside sales, Teachers and Studio Employees can have outside sales due to their contractual agreements.

The board voted and approved this policy:

As was discussed during the City Report CAG will only lend any assets to Community Arts Events.

Discussion : As to the question about the appropriate times to be in the studio between sessions due to liability issues. The waiver we sign in all

classes covers the liability issue during the actual class sessions. This was an issue of being in the studio during the breaks

Another item for discussion: If Cag wants to have December sale at the Studio (with some artists still selling at Shadelands) should the sale at studio be a different weekend sale than the sale at Shadelands. Both sale dates can be included in advertising by Community Arts. This topic needs further discussion.

We need a protocol for emergencies. We need to clarify with the city when do we call 911, The monitors need instruction on this. The city is supposed to develop a policy for our studio re: medical emergencies and calling 911. We will continue this conversation at a later date.

5. Vice President's Report Pat Alger reported that the Spring Sale has 38 artists, there will be demonstrations, a silent auction, a free raffle and an outside food truck.

The meeting was adjourned at 2:05

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