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Board Meeting AGENDA

December 18, 2017

IN ATTENDANCE: Tom Wortman, Pam Vagge, Ruth Hartman, Liz Stroh, Amy Nicholl

ABSENT: Jody Walton

**MINUTES FROM PREVIOUS Approved unanimously. Liz made the motion and Ruth seconded.**

**1. REPORTS:**

* **Budget –** We reviewed the proposed budget and made some changes. Liz will make corrections on the budget that reflects the discussions from the Board and have it ready in January.
  + Estimate at 75 members – $40,500
  + Members are charged if cookies are ruined – different price for shelves
  + Cookie charge will be $50 under class expense
  + Budget about $100 for clay for making cookies under classes
  + Board members need to remember to write down on the chart when selling clay for cookies to note that every third bag will be charged to the classes
  + Add $4,000 for a new floor for the rest of the upstairs and stairs
  + Add $10,000 for cost for new kiln and electrical in expenses under new projects
  + Discussion on the idea of a soda kiln – added it to the budget with a 0 amount so that we remember to bring up the idea again but not purchase at this time
  + Add $2500 for the ramp
  + Discussion on update for sink upstairs and trap (slip joints) Added $500 for a new sink – will look at in June/July
  + Add $120 dollars under the Web design just in case there needs to be more training
  + PayPal (Credit Card fees) – will discuss some ideas with Bev about documenting and what parts of the budget the costs would fit under best
  + Suggested that we add $200 for a graphic artist to help with the design of the Spring and Fall shows
  + Utilities are running about $1400
  + Add $750 cost of new lock and interface (new one will be able to dump to a laptop and record information better)
* Update on Survey to Facility Assistants for feedback – only one facility assistant had responded at this time. Amy will send out the survey again to see if we can have more responses by the next meeting.
* Update on Golden Guilders:
  + Reviewed the four options presented in August
  + Discussion:
    - could keep it as it is currently and phase out over the next year
    - could keep the Golden Guilder option but maybe the Golden Guilders could also do some jobs around the guild to benefit the guild
    - the history of the Golden Guilders program was discussed
  + Ruth made a motion to end the Golden Guilders and Liz seconded - and it was passed 3-2
  + Ruth made a motion that current Golden Guilders are grandfathered in and it would “sunset” in January of 2019. Pam seconded and it was voted on unanimously.
  + Tom made a motion that we make a line item in the budget of $800 for any individual member that is in need of financial assistance in the form of dues for a three-month period. Pam seconded and it was approved unanimously.
    - Members would need to apply to the board for use of these funds.
  + We will need to update bylaws and rules and regulations with this information.
* **Ruth** 
  + Membership update
    - 85 members
  + Discussion on 3rd kiln:
    - Upgrade to one that has more modern controls – program to cone fires – we will check on cost
  + Probationary members – Ruth suggested a probationary period for 3 month time for new members
    - Discussion- current bylaws and rules/regulations are in place that state you have to be members in good standing so this idea would not need to be added
  + Cleaning around the Guild is still an issue. The area around the glaze tables and benches was also discussed. We will make signs to remind everyone about cleaning and doing some of the jobs that need to be done around the building.
* **Pam** 
  + Data on Kiln firing
    - Pam has been running cones on the round to test
    - She found it to be a reasonable cone 6 firing, ranging from cone 5.5 to cone 6.5, except the top shelf which is always cooler unless a cap shelf is used.  It measured cone 4.5.  Fortuitously, there were many pieces glazed identically with Turkish amber and bronze green.  All pieces looked great except one piece in the center of the kiln, which reached cone 6.5.  Turkish amber apparently boiled leaving the piece quite marred with blisters/ pinholes. All other pieces in the kiln load looked quite normal.
    - Discussion on about how things were loaded.
    - Tom will be making test tiles to test at the end of December
    - Ruth shared a clear glaze
    - Liz made some test tiles on clear glaze
    - Liz will see if she can find better performing glaze
  + Update on Dominick and Rick Sparks interest in helping out with marketing
    - Pam will be discussing the idea with Jody
    - Idea about having a laptop at the front desk during the shows so that people can enter the information at the show on the laptop.
  + Procedures on making cookies and for cleaning clay traps
    - Pam will post the information sheets up in two locations
    - Discussion that Board members and Facility Assistants need to be role models of cleaning practices.

* There will be no clay sales on December 23rd and 30th - Amy will send out a notice to all members.

Liz shared that we have $97,156.21 in savings

Adjourn –Amy moved to adjourn the meeting and Tom seconded it was unanimously approved to adjourn the meeting.

Adjourned at 7:36 PM

**OTHER ITEMS/BUSINESS:**

**MOTIONS AND VOTES FOR MEETING:**

* + Ruth made a motion to end the Golden Guilders and Liz seconded - and it was passed 3-2.
  + Ruth made a motion that current Golden Guilders are grandfathered in and it would “sunset” in January of 2019. Pam seconded and it was voted on unanimously.
  + Tom made a motion that we make a line item in the budget of $800 for any individual member that needed assistance in the form of dues for a three-month period. Pam seconded and it was approved unanimously.

**REVIEW OF ACTION ITEMS:**

**ACTION ITEMS CARRY OVER**

* Discussion on Facility Assistant Survey
* Discussion on Pros/Cons of Instructors loading kilns

**ACTION ITEMS FROM MEETING**

* Update bylaws/regulations about Golden Guilders status

**ITEMS FOR AND FUTURE BOARD MEETINGS:**

January:

* Discussion on Facility Assistant Survey
* Discussion on Pros/Cons of Instructors loading kilns

February: