**Board Meeting Minutes January 14, 2019**

**ATTENDANCE:**

**Present:** Tyke Wortman, Tom Wortman, Rose Moon, Ruth Hartman, Jeanne Schoaff, Pam Vagge

**Absent:** Amy Nicholl

Tom called the meeting to order.

The minutes from December, 2018 were approved.

The budget for 2019 was approved.

**REPORTS:**

**Membership:**

Upon review of new members on probation, it was noted we have a member struggling to complete the 6 hours of introductory tasks, even after a considerable extension of the probationary period. Tom will issue a letter offering the opportunity to comply by the end of the month. Otherwise, membership will be terminated as spelled out in the membership regulations.

There are 4 more members joining this week.

For a family membership of three, it was decided the fee for each person in the family should be 77.8% of the regular membership which reflects the current discount per person for a two-person family. This currently works out to $35 per person.

**Facilities:**

We are still waiting for the new kiln shelves to be shipped.

Rose would like to make better use of the portable white board. One idea being to have a volunteer of the month recognition. The board will be moved to a more central location for better visibility.

An additional rack purchase was approved. It was determined that it would be easier (and safer) to purchase a new rack rather than try to return the one we took upstairs for the show.

Gloria will be continuing the stellar job she is doing buying clay. The board approved looking for a vendor other than Stone leaf due to supply issues.

**Treasury:**

The end of year 2018 treasury report looks better than anticipated. We never had to pull any of the $13,000 budgeted from reserves to cover projects for the year.

We approved $10,000 in projects for the year.  Replacing the lighting upstairs, AC for upstairs and new gates for clay storage. We budgeted $36,066 for rent, a $1,800/year raise for the accountant and a $2,500 kiln repair cushion. Taking into account the above expenses plus projected income from regular sources, we are projecting a $14,254 shortfall. We will discuss a potential increase in membership dues at the annual meeting in March.  The board voted to increase the price of classes by $10 for an 8-week class starting with session 3. The 2019 budget projections are based on 2018 expenses and incomes.

**Marketing:**

Cindy Wedding has completed the postcard for our 1st Annual 2nds Sale. Thank you, Cindy!! It is beautiful.

We will print post cards to be distributed by the members as well as an email to all members for distribution to friends and family. We will not do a postcard mailing for this sale. Pam sent out a “save the date” via our customer email list. The website was updated with a picture of the postcard and all information. The sale info and postcard were also posted on Facebook and Instagram. Facebook ‘boosts’, additional Mailchimp and social media ads will follow closer to the sale date, which is February 23. Please note, there will be no clay sales on this day. Nor will students be able to access their clay shelf until 3pm.

**Classes and Workshops:**

Tyke has some exciting workshops in the works for 2019. Watch the classes page on the website for possible workshops in hand building, sculpture and raku coming to your guild this year.

Class student survey results were evaluated. Tyke will be taking the responses into consideration in order to further enhance the class experience for our student population. Tom will be communicating some firing schedule considerations in conjunction with a modification in the class glazing schedule. We will need to fire the class kiln in a timely manner, even if it is not full.

**Other business:**

Tom will send out an email detailing the board member positions that will open up this spring.

Please consider serving the guild and sharing your talents (or learning new skills) to support the guild.

The meeting was adjourned.

Respectfully,

Pam Vagge

Marketing chairperson