

GPG Meeting

Thursday July 25th, 6:30 pm, Victoria Road Recreation Centre

Present: Carol B, Hilary A, Lisa F, Louise H, Siobhan D

Next Meeting: Thursday, August 15th, 6:30 pm, Victoria Road Recreation Centre

1. **Big thanks to the June 15 Sale Committee** for all their hard work organizing and following through on our last sale held on the grounds of the Guelph Community Pottery Centre (GCPC)
2. **Debriefing of the June 15th Sale**
 - Good venue, good set-up, poor weather, more advertising needed ahead of time: posters, digital and signage
 - Recommendations for signage include: digital versions available 4-6 weeks ahead, posters available 2-3 weeks ahead in following formats: 6 x (11x17) for sandwich board signs, 50 x (8.5x11) for general postering and at City facilities, also small format 4up, 3up, 2up for use as small flyers
 - Suggestion regarding Point of Sale: have Guild Member working along side city staffer initially to troubleshoot and assist with streamlining the flow of sale customers
 - Make sure proof of payment is available for cash sales as well as credit and debit sales
 - Have cash and float set up ahead of the sale, have clerk check out the system ahead of time for P.O.S.
 - Demos recommended to showcase this public facility; plan needed to follow safety and accessibility requirements
 - Discussed grass issue; Siobhan had repeatedly asked for grass to be cut prior to the sale but responsibility lies with Parks and their rotation system; they are now aware
 - Suggestion for future parking considerations: use of existing second curbcut on grassy section of parking area on Edinburgh as a vehicle exit – promotes one way traffic in and out
 - Customer suggestions for saleable items: berry bowls, “no flyers” signs, individual napkin rings in sets eg. turtle, crow, bunny
3. **Discussion: Missing signs**
 - 10 -12 of our GPG step-stake signs are missing.
 - They were returned to the shed after the December 2018 sale and were tucked in behind our shelving at the back of the shed. Also missing are the GPG banners made by Eleanor (last seen at the September 2018 Culture Days sale) and banners made by Anita which haven't been seen for longer than that. If you come across any of these items, please let us know. These items are pricey and we had been building up a collection in a generic style bit by bit each year as our budget allows
4. **General discussion of spring sales and their feasibility**
 - Unreliable weather often a factor
 - Many other craft/arts sales going on in May and June, only so much money in buyers' pockets
 - Discussed focussing instead on two sales: Culture Days, at City Hall, Saturday, September 28, indoors only preferred, and Saturday, December 7th Sale at Victoria Road Recreation Centre. Both sales are well-supported by the City, are well-advertised and are relatively easy to set-up
 - The City will need some advance notice of a sale date if it is to be included in next year's Spring/Summer Guide and to be included on the City's website
 - Lisa will send out a survey or email to members regarding feasibility of our various sales: Please take a few moments to answer the 5 question survey regarding these upcoming sales before the next meeting - Thursday, August 15: <https://docs.google.com/forms/d/1sVsE121lcifQ-4mVgEXQbh0tPtO9D4iRqLlYGvql6u4/edit?usp=sharing>

5. Culture Days discussion

- Members are willing to commit if our booth is **indoors** this year as our regular outdoor location has been too cold and windy regardless of the weather over the past few years
- An indoor location will also involve a shorter time for sales
- Culture Days is a national and local initiative and requires free participation for the public involving an arts activity
- Last year, an honorarium was made available to us to buy materials and resources for the craft
- We still have a box of Crayola Model Magic available for a children's craft from Culture Days 2018 and could add a box of PSH Air Dry Modelling Clay (\$36/box) so we are ready to go for our free activity
- A number of members have expressed an interest in participating and helping out with the organization and we will need volunteers to help run the craft
- Generally, we don't pay a table fee and members keep a major percentage of their sales revenue with the Guild keeping some to add to our account. The split has varied from year to year.
- Query: Do members feel they have enough stock and production time to be ready for an end of September show?
- Members interested in helping out, please email Hilary at guelphpottersguild@gmail.com

6. Survey Results

- Lisa to post link to results in Members' section of the website
- Survey indicates that preferred meeting times are 3rd Thursday evening of the month, 6:30 pm at Victoria Road Recreation Centre, approximately bi-monthly
- Will review these preferences in the Spring
- A planned visit to the Canadian Clay and Glass Museum in Waterloo and a Plate/Platter workshop are both popular ideas

7. Visit to Canadian Clay and Glass Museum in Waterloo, Sunday, Oct 6

- Survey showed a lot of interest in a trip to the museum
- Prefer date in October as summer and September are busy and people are away
- We will combine with a social brunch at Cora's (close by with convenient parking for both)
- We plan to meet at Cora's on Sunday Oct 6, noon to 1pm, and then follow on to the Museum after the 1pm opening time
- Please RSVP to Lisa at guelphpottersguild@gmail.com so we know to look for you.

8. Two-Part Plate/Platter Workshop, January 2020, details TBA

- Survey indicated a lot of interest
- Discussed mid-January as a good workshop time due to sales being over and no pressure for production, allowing time to try new ideas and techniques
- Queries include when studio would be available for a two-part workshop, (consider the space created by the City's staggered class start dates as per the Fall/Winter Guide), what the cost of renting the studio space would be, what process is required by the City for the rental, what the costs would be for participating members and non-members
- Members wishing to be involved in organizing this event, please email Lisa at guelphpottersguild@gmail.com

9. Treasurer's report:

- Meridian Credit Union account balance \$1124.63, petty cash \$100.95
- Any outstanding expense receipts should be submitted to Hilary
- New co-signers on the Guild account are Hilary (Acting Treasurer) Lisa (Communications and membership,) John (Studio Liaison) and Darlene (GPG member). All cheques and withdrawals require the signatures of two co-signers.

10. Other items

- Suggestion regarding items for Harvest Bowls in October - could we find donatable unclaimed bowls at Vic Road amongst boxed unclaimed items? They could be brought to studio in time for sale, perhaps stored in shed on GPG shelving. Unglazed bowls could be glazed at studio in time for the event, date TBA
- Room bookings at City Facilities: Are we being charged for room use? (Eric) Status of staff booking room
Note: both Hilary and Eleanor are on staff so could the room be booked through them?