

Guelph Potter's Guild
February 6th, 2017
7 p.m. at 85 Clairfields Drive, West

In Attendance: Hilary, Sheena, Gail, John, Ester, Theresa, Jan, Anita, Juliet, Carol P., Carol B., Eleanor, Lisa, Amanda

Regrets: Nancy, Lyn

Next Meeting Date: March 13th, 7 p.m. at the studio

Welcome new members: Sheena, Jan, and Theresa!

Pottery Sale Cash Table (Lisa):

1. Separate station for receipt book(s) and cash, with two receipt books on the go during busy times;
2. Record item ID and price on receipt, keeping stickers on the pot, checking off item ID on potter's master list (or skip this step until a slow time);
3. Hand receipt to customer to take to cash table for payment, initial and stamp "PAID"
4. One receipt for customer, one for City, one for Guild
5. Other ideas:
 - a. Bar code reader app (Juliet)
 - b. During pre-show planning go over cash table process again with everyone as a reminder

Workshops and Other Fun Stuff:

1. Lisa looking to organize events throughout the year for Guild members, e.g. Raku workshop, guest potter demo, trip to One of a Kind, glaze making, etc.
2. Goal to aim for 4 events each year – once a quarter/season
3. Send ideas and potential contacts to Lisa

Glaze Testing and Slip Making (John):

1. John emailed group instructions and log sheet for glaze testing tiles;
2. Use own stains and/or underglazes (one colour per tile!) and record % of stain and colour used, in duplicate (one tile in either Goldie's recipe or the other new transparent glaze);
3. Test tiles have been prepared;
4. Once right glaze determined, will be for Guild use only, and Guild paid for.

Treasurer Report (Anita):

~\$1150 in the account as of January 31st and we represent around 17 members

Wish List Items:

1. Extruder - \$250; can make our own dyes to save money;
2. Giffin grip handles - \$50 for three arm heights;
3. Guelph Arts Council membership - \$50 (yes approved at meeting to proceed);
4. Additional signs for shows - \$200 for five two-side coroplast signs with generic print, searching other options;
5. Guild transparent glaze cost - ~\$80;
6. Fix-it fee for slab roller - \$ TBD;
7. Slab mats - \$10 each;
8. Show and table fees for Veg Fest or Mug Fest

Studio Re-location

1. **April 9th deadline to have all personal things, including works in progress out of the studio;**
2. Spring sessions will be held in the Edinburgh studio;
3. Studio will be 100 ft smaller than current, and has no basement space;
4. Building a kiln room, with a portable to be installed during the late spring/summer, along with parking expansion;
5. Lots of windows!
6. Storage shed in front for sculpture group, with potential for us to store show supplies, extra bats, etc.;
7. Will need temporary storage of show supplies until the new studio is set up;
8. **Action Item: ask about key pad or key box**

Elections and Nominations for Board:

Chair: Amanda

Treasurer: Gail

Secretary: Sheena

Communications: Ester (potential for Lisa's contact to help with website during summer)

Member at Large: Juliet

Technical: John

Studio Advisor: Nancy

Other News:

Ester is planning on having a June sale again at her farm this year; "Pottery on the Farm"; date to be finalized, but initial plan for June 17th

Topics for Next Meeting:

1. Decisions on wish list items
2. Discuss options for fall sale: Veg Vest or Mug Fest
3. Studio clean up and sort out for move