

Greater Lansing Potters' Guild Board Minutes  
March 17, 2016, 7 pm

Present: Anderson, Bassar, Gamble, Guerin, Laitala, Reid, Rozeboom, Seebeck, Tilden, Witter

**Next Meeting: Thursday, April 14, 2016 at 7 p.m. at Guild**

1) February 15, 2016 Board Meeting minutes approved.

**2) President's Report**

- a) **Guild Forum** on Feb. 27, 2016 regarding new financial structure for Guild: Six non-board members attended; response was positive.
- b) **EL Art Fair:** the Guild will participate on Saturday, May 21 from 11am – 5 pm. A 10' x 30' tent with electricity and water hook-ups were requested.
- c) **Clay testing.** Tests almost complete. A display of test clay results will be set up in early April with technical information about each clay, testers' evaluations, cost estimates, etc.
- d) **Use of points.** Points can be used only to fire one's own pots. They have no monetary value and cannot be used to cover other fees.
- e) **Donations.**
  - i) Persons donating pots to fundraisers, etc., may be identified as members of GLPG. Monetary donations have a different protocol.
    - (1) It was moved, seconded and approved that: **Monetary donations to organizations from the Guild or members identified as a Guild members, must have prior approval of the board, and be given from "friend(s) of the Greater Lansing Potters' Guild."**
  - ii) The board concluded that given the Guild's current belt-tightening measures, that a request for a cash donation to East Lansing Public Library could not be justified. However, personal donations to the Library may be made 'as a friend of the Potters' Guild.' Seebeck to inform membership.
- f) **Nominating committee** for new Board members will be appointed by Guerin.

3) **Vice President's report.** A card was sent to Anne Salagyi to wish her a speedy recovery from her recent hip surgery.

**4) Treasurer's Report**

- a) 2015-16 income/expenses were updated.
- b) A two-fiscal-year budget for 2016-17 and 2017-18 was presented in a format aligned with the impending new financial structure, separating sales revenue from other revenue sources.
  - i) It was moved by Seebeck, seconded and approved to: **Adopt the 2016-17 and 2017-18 budgets as amended.** In doing so, the budgetary changes in the Guild's discretionary expenses outlined in the recent letter to the membership, were instituted.
- c) Rozeboom will establish a second Guild bank account -- for Capital Improvements/Sale -- in line with the Guild's revised financial structure.

**5) Car Kiln Committee.**

- a) Six new gas gauges have been purchased and installed

**6) Catenary Kiln Committee**

- a) Following lighting problems and various repair attempts, a service person was hired and returned the kiln to working order by cleaning the ignition plugs. He recommended replacement of outdated equipment including ignition cables, spark plug housings, etc. Seebeck will research cost.

**7) Raku kiln:** Needs a new BASO valve

**8) Clay Committee.** Brower will talk with Jann Sadowski about exchanging defective 153 clay with white stoneware (182) when he orders clay again in about a month.

**9) Education Committee**

- a) Witter reported that the registration process will remain as is in order to fairly and appropriately accommodate returning students.
- b) Current registrar, Nancy Rinek, will continue work on identifying her replacement.

**10) Sales Committee:** Significant efforts are being researched and made to reduce mailer expense

**11) Membership Committee**

- a) Membership Record Retention Policy. - Still under construction by Laitiala and Steinkamp.
- b) Draft communication to members in arrears in Guild participation will be revised and discussed at next meeting.

**12) Conflict of Interest Policy for Board members.** Rozeboom indicated that it is important to have such a document on file. He distributed a version that he has tailored for the Guild. Board members will review the document and address questions to Ted for consideration at the next board meeting.

**13) Kathy Van Straien Memorial Fund**

- a) Several options for deployment of the funds donated to the Guild in remembrance of Kathy were proposed. Discussion is ongoing.

**14) 400-points-per-hour-policy revisited**

- a) A motion to return to 300 points per hour beginning May 1, 2016 was withdrawn pending discussion with Barb Hyman and further thought.

**15) Annual meeting date set: May 12 at 7 pm.**

- a) Secretary to send letter to membership 10 days prior with meeting information, board nominees, etc.

**16) Next Board meeting:** April 14 at 7 pm

**17) Meeting adjourned at 9:45 p.m.**

Respectfully submitted,      Joan Witter, Secretary