

GLPG Board Meeting Minutes
March 22, 2018

Attendance: M. Anderson, B. Guerin, S. Kirilova, Wenfen Pan, L. Sawicki, C. Seebeck, M. Steinkamp

Absent: D. Cole, G. Gamble

1. January 25th, 2018 minutes approved.
2. Officer Report
 - a. President
 1. We will participate in the East Lansing Art Fair on May 19th and 20th.
 - a. We've been assigned the Fountain Square location.
 - b. Our approved hours are 10 a.m. to 4 p.m. each day.
 2. The East Lansing Public Library has requested donations for its April 13th silent auction fundraiser.
 - a. Charlie will establish a donation deadline.
 - b. Charlie will send an email to inform members of the details.
 3. The Michigan Children's Trust Fund has requested donations for its silent auction.
 - a. Madhu is familiar with this auction and suggested that they will be looking for higher value donations.
 - b. Bill will send a message to the membership.
 4. The Cracked Pot Tour will be September 22nd and 23rd from 10 a.m. to 5 p.m. both days.
 - a. The possibility of being a stop on the tour without offering items to sell was discussed.
 - i. We could set up tours and displays for those 2 days.
 - ii. Wenfen will contact Ruth Zimmerman and/or Liz Meyers with our proposal.
 5. Sign-ups for the January 24th work day look good.
 6. Bill will purchase a 3-drawer cabinet from the M.S.U. Recycling Center to replace the 2-drawer cabinet now in the clean room.
 7. Bill reported members' concerns about ambient clay dust due to the use of fans.
 - a. A motion to ban their use was offered and unanimously approved.
 - b. We will provide students the safer option of using the spray booth fan.
 8. Bill proposed setting aside funds for the digitization of archival items.
 - a. This would give members greater access to past workshops which are now on VHS.
 - b. Bill will ask Sara to get a cost estimate to include in the Library Committee's budget proposal for FY '18/'19.
 9. The general meeting date was set and is May 17th.

- b. Vice President:
 - 1. Notecards with the GLPG logo have arrived and a supply will be stored in the clean-room file cabinet for Guild use.
 - 2. Margie has agreed to form an ad hoc committee to facilitate the 50th anniversary party.
 - 3. Margie is reaching out to pioneer Guild members to help with the selection of materials for display at the party.
 - 4. A suggestion was made to explore the possibility of ordering 50th anniversary shirts.
 - 5. Tourist in Your Own Town will take place on June 2nd.
 - a. Earnings from pots sold will be donated to the Guild.
 - b. Margie suggested that we specifically identify what these donations will be used for.
 - i. We agreed that using donations for kiln improvement or towards the purchase of a new electric kiln is a good option.
 - ii. Margie will send an email to members and VPs explaining this decision.
 - iii. Margie will create a visual to make this clear to the tourists.
 - c. Secretary:

No report.
 - d. Treasurer:
 - 1. The finance committee will meet on April 5th to establish a 2-year budget
 - a. Pamela will meet with them at that time to discuss financial planning for future workshops.
 - b. Madhu has requested input from committee chairs.
 - c. The finance committee's proposed budget will be submitted to the board for review and possible revision.
 - 2. Madhu presented a Treasurer's report dated 3/21/18.
3. Committee Reports:
- a. Director:
 - 1. Furnace problem has been identified (an incorrect heat-exchanger part) and corrected.
 - 2. The vacuum motor will be replaced, and a repair has been scheduled for the beginning of the week.
 - 3. The electric kiln vent has been repaired using durable piping material.
 - b. Car Kiln:
 - 1. Bill has measured the carbon monoxide levels with the portable carbon-monoxide meter during a glaze firing and has instructed other firers how to use it.
 - a. Main room levels were below 10 ppm and not a problem. High concentrations around kiln peeps should be avoided.

- b. Readings showed that carbon monoxide was streaming outside and not accumulating in the kiln room.
4. Unfinished Business:
- a. The individual selling of pots made using Guild resources was discussed.
 - i. Doing this can jeopardize our 501(C)(3) status.
 - ii. After discussing various options, it was suggested that a proposal be presented at the sales meeting on April 12th to seek input prior to adoption at the next Board meeting.

Next meeting will be Thursday, April 19th.

Meeting was adjourned at 9:30.