

Greater Lansing Potters' Guild
December 13, 2018 Board Meeting Minutes
(approved 1/17/2019)

Present: Cole, Steinkamp, Kirillova, Pan, Sawicki, Seebeck, Candy, Witter and Anderson, (ex officio)
Absent: Laitala

Next Meeting: January 17, 2019 at 7 pm

1. October 18, 2018 Board minutes approved
2. **President** - Steinkamp
 - a. The fall sale was very successful. Wendy Tilden will take over as sale chair beginning with the 2019 spring sale.
 - b. Teacher update. Eldon has asked to be released from the teaching staff beginning in 2019. Barb Hyman will conclude her glpg teaching career with her summer 2019 class.
3. **Vice Pres.** Seebeck.
 - a. Card sent to Judy Labovtiz upon Alan's passing.
4. **Secretary:** No report
5. **Treasurer:** Madhu Anderson
 - a. Treasurer's report for 12/1/2018 was presented.
 - i. Sale.
 1. Sale data (approximate): receipts \$70,000, expenses \$8300, profit \$4518.
 2. Biggest expenses: postage/printing, advertising
 3. 640 credit card transactions
 4. After consultation with Ted Rozeboom, there will be NO change in the policy that 10% of net receipts be paid to guild after outside pot sales of \$200
6. **Guild Director** - Seebeck
 - a. New Lighting project
 - i. Bill Guerin, with help from Deb Cole and Chris lott, will be overseeing the installation of new lighting in the building on Friday, December 14, 2018. Roughly a dozen members and vps will be assisting.
 - ii. The project is expected to be part of the Consumers Energy 2019 rebate program for which application has been made and final approval is expected in December 2018.
7. **Committee Reports**

- a. Long Term Planning – Cole
 - i. Permission was granted to LTP committee to proceed with the following projects.
 - 1. Septic System
 - a. It was moved by Cole, seconded by Witter and approved *to gather information about the Guild's septic system by pumping, scoping, mapping and reaming out (if necessary) of the various clay drains in preparation for possible new buildings or building changes.*
 - 2. Water testing. It was supported: *to have the Guild's water tested by Clinton County.*
- b. 50th Anniversary – Witter
 - i. Minutes of recent Anniversary committee meeting were circulated and briefly discussed.
 - ii. Anniversary finances were discussed
 - 1. Madhu will tentatively hold the fall 2018 sale profit (approximately \$4500) in a sub account of the Operating account to cover anniversary expenses. In the meantime she will check to be sure that this method of handling the 50th finances is appropriate with our new financial system..
 - 2. A 50th banquet price of \$25 per all attendees was proposed by the 50th committee and discussed by the board. The price will be revisited and altered as necessary prior to mailing of banquet invitations. Banquet expenses based on 100 people at \$25 per head would be approximately \$2280.
 - iii. Working calendar
 - 1. A working calendar is being prepared to keep everyone aware of upcoming activities and deadlines for the 50th celebration. It will be posted at the Guild and sent by e-mail to members
- c. Sale Committee - Seebeck
 - i. Concern about sale at All Saints Episcopal Church
 - 1. It appears that the middle room at the back of the sale floor (where Fri and Sat pots are held) is going to be used by the church as a sanctuary space for people needing housing. This presents logistical and security issues for the guild during the sale.
 - 2. Sale committee reps will meet with the church staff regarding all of the impending issues.

8. Unfinished Business

- a. New (2ND) video “All about Us” - Steinkamp
 - i. Barb Hyman will provide leadership for this project after she returns home in mid March.
 - ii. Barb and Bill Guerin (as coach) will meet to discuss process.
 - iii. Margie will talk with videographer Brian Valentine to establish a reasonable budget/payment for the project.
 - iv. Money for project to come from commemorative donations to the Guild.
- b. Electric Kiln update
 - i. No official report. However, it was reported that Timmons has reserved the electric kiln for the last part of December to work on updates with telephone coaching from Shutt personnel and a test firing.
- c. Portable Wheel repair: Nothing done to date

9. New Business

- a. It was decided to plan a special gathering to honor Eldon Clark at the close of his teaching career at the Guild. Steinkamp will work with Eldon, Monique (social chair) to determine a good date in January or February 2019.

10. **Next Meeting:** January 17, 2019 at 7 pm

11. Meeting adjourned at 8:45 pm.

Joan Witter
Recording Secretary