

GVR Clay Studio of Green Valley-2021 Membership

Membership for the 2021 calendar year is reduced to \$10.00 for renewals (active members in 2020) due to our extended closure. New members pay \$30.00. Please SIGN, complete and return the last page of this form by mail to Kathleen Richter with a check made out to GVR Clay Studio of Green Valley. By doing so, you are agreeing to abide by all applicable GVR and Clay Studio rules and policies and will hold harmless GVR, Clay Studio of Green Valley, its officers and members of any responsibility and liability for any injuries or damage that may result from your presence in the Studio.

Change to Studio Operations for 2021:

- Masks meeting CDC guidelines are mandatory while in the studio. Physical distancing of 6' is also required. Members are to disinfect their hands upon arrival at the studio. If you have a temperature or do not feel well, do not come to the studio.
- Two monitors are now required for each shift for studio work; refresher training will be provided. Signup for monitoring duties is via Signup Genius.
- There will be no consumption of food in the studio upon reopening. Beverages are permitted; but the water fountain will NOT be available.
- Due to occupancy constraints, members desiring to work in the studio are required to sign up, via Signup Genius, in advance for a workstation no more than 2 times per week. Signups will start on Saturdays at 7:00 a.m. for the following Mon-Sun. For cancellations, you must cancel your reservation by 8:00 a.m. of the day you reserved or you will be considered a **No Show** (NS). Two **No Shows** will result in suspension of your ability to sign up for a workstation or monitoring for 30 days.
- Upon reopening, the studio will have "cash register only/drop-off" shifts. This time is to be used to drop off pieces needing firing or pick up pieces already fired; purchase firing slips, tools or clay; or cover/uncover projects in the drying stage. You will not be able to work on projects during this time. Occupancy will be controlled by monitors.
- *Detailed procedures will be provided to all members upon studio reopening.*

Required Service Policy:

- The GVR Clay Studio is staffed and managed by our members. As such, the quality workspace, dependable studio hours and the SAFE operation of the Studio depends upon the service of our ACTIVE members. (Note: "ACTIVE members" are defined as those who actually use the studio and/or those who work at home but have their work fired at the studio). Service each month is required to maintain your membership and allow you to use the studio. NEW members of the studio are required to sign up for MONITOR TRAINING within the first three months of joining. All existing and renewing members of the studio are required to sign up for 1 monitor shift each month or any part of a month that they use the studio (sculpting, building, throwing, glazing or having pieces fired). Any Monitor shift, despite its length, will fulfill your service for the month.
- There are some exceptions to this requirement:
 - Non-Active members (those who pay annual dues but do not utilize the studio are not required to Monitor).
 - Members who live part-time in Green Valley are not expected to fulfill service when not residing in Green Valley. Upon their return and use of the studio, they are to fulfill their required monthly service or any part of a month they are active in the Studio.

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- Committee Chairpersons (not subcommittee chairs), the President, VP, Secretary and Treasurer of the Board of Directors are exempt from monitoring.
- Kiln Techs and Money Counter/Depositors are also exempt from monitoring. Teachers are not required to do Service in any month that they teach a class.
- Members, who assist in a class without payment, will be given one month Service credit for each class they assist with.
- Membership to a committee does NOT excuse a member from monitoring unless the Committee Chairman signs the Service Book, verifying a member's committee duties have equaled 4 hours that month. Special Committee work must be approved by the Committee Chairperson to receive credit for Service.
- Members who have legitimate physical limitations or life issues (such as being a caregiver, etc.) will be excused from Service. Members who wish to be excused from service must apply to the Service Committee. The Service Committee will either grant an exemption or assign other duties from an approved list.
- A book of ACTIVE members and their completed monthly Service is maintained by the Service Committee. Monitors shall record their Service in the book after their shift is completed. All other Service duties shall be recorded in the Service book (such as pugging, kilns, etc.) as well.
- Failure by an active member to fulfill their service results in the following:
 - First month without service - member will receive an e-mailed reminder and is expected to make up the missed service. A 1 will be placed in the Service book by their name to signify a first warning.
 - Second time within a calendar year - member will receive a warning e-mail from the Service Committee and is expected to make up the missed service. A 2 will be placed in the Service book by their name to signify a second warning.
 - Third time a member does not fulfill his/her Service - membership in the Studio will be suspended for 6 months (months they are in residence in Green Valley); the member's existing unfinished work will not be fired and must be removed from the studio. Dues will NOT be returned under this situation. Upon returning to the studio after a 6-month suspension, no further warnings will be given, but the next missed service month will result in either another 6-month suspension or a possible termination of membership.
- **Members who cannot fulfill their service in a month because of sickness or life situations should contact the Service Committee (gvrclaystudio02@gmail.com) before the last day of the month so a warning will not be issued and a plan for make-up service can be devised.**
- If a Member's missed Service is made up by the end of the calendar year, their warnings will not carry over. However, if a member has not made an effort to make up missed service, the warning and missed service will be carried over to the next year.
- PLEASE NOTE: Service requirements are **temporarily** suspended upon studio reopening until further notice.

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Return this signed page, with your check (made out to GVR Clay Studio) for \$10.00 renewals/\$30.00 for new members to:

Kathleen Richter
663 W One Wood Place
Green Valley, AZ 85614

I have read, understood, and agree to:

1. Abide by all applicable GVR and Clay Studio rules and policies and will hold harmless GVR, Clay Studio of Green Valley, its officers and members of any responsibility and liability for any injuries or damage that may result from your presence in the Studio.
2. The Change to Studio Operations for 2021;
3. The Required Service Policy;
4. Notify the Board ([email using the Contact the President form on the About/Contacts Page on the website](#)) within 12 hours if I test positive for COVID and have been in the studio in the preceding 14 days.

Name: _____ Date: _____

SIGNATURE-REQUIRED FOR MEMBERSHIP

Print Name _____ GVR#: _____

Cell # _____ Home# _____

Email address _____

GV Address _____

Summer address _____

Interested in volunteering for _____

Have experience in _____ that may help with future volunteer opportunities. (IT, admin, finance, bylaws, social, etc.)

Months in GV (please circle)? ALL JAN FEB MARCH APRIL MAY JUNE JULY AUG SEPT OCT NOV DEC