

GVR Clay Studio of Green Valley MINUTES

Board of Directors/Membership Meeting October 18, 2019

The meeting was called to order at 9:31 am by Julie Jacques, President. Roll call was taken by Sue Peetoom, Secretary.

Board Members present:

Julie Jacques, President

Marcia Campbell, Vice President

Sue Peetoom, Secretary

John Carney, Director

Dan Swartz, Director

Russ Nichols, Director

Cyndee Remington, Director

Doug Davis, Director

Board Members absent:

Jack Ernest, Past President/Parliamentarian

Bud Montgomery, Treasurer

Ten guests attended the meeting.

The agenda for the October Board of Directors Meeting was discussed. The order of business was changed to allow for new business and the IT and Monitor committees reports to be presented prior to the board member reports and other business. In addition, added studio cleanliness to be discussed under new business. Marcia Campbell moved, seconded by Sue Peetoom, that these changes to the agenda be accepted. Approved unanimously.

The minutes of the April 18, 2019 Board of Directors meeting were approved and accepted.

New Business

Julie Jacques brought up the request to change next month's board meeting start time from 9:30a to 9:00a to accommodate the membership meeting scheduled at 10:00a. Short discussion. Russ Nichols moved, seconded by Doug Davis, that the November Board meeting start at 9:00a. Unanimously approved.

Diane Wilcutt and Jon Otto discussed the new monitor calendar program that has been extensively researched and is suggested for approval and installation to replace the current system, which is outdated, cumbersome, and very maintenance/update intensive. New system is "Sign-Up Genius." Discussion on methods, options, classes for monitors to learn the new system. Cost to be \$270/year.

Motion made by Cyndee Remington, seconded by John Carney, that the Sign Up Genius be purchased and to go live November 1, 2019. Motion passed unanimously.

Julie Jacques brought to the Board's attention complaints being increasingly made regarding the lack of cleanliness in the studio. Members using the studio are not cleaning up after themselves. Racks and

boards are being returned dirty; shelves are not being cleaned when work is removed; canvases are being left on pug machine, tables, and not returned to storage areas below the slab rollers; glaze containers are not being cleaned before being put back on shelves; and rags are being thrown wet and dirty into a pile, and mold has been noticed. Coffee pot is not being kept clean, and is rarely used; when used and returned to storage above microwave, taking up storage space. General discussion. Emphasis going forward on cleaning up after yourself to be brought to the attention of the members. Coffee pot to be removed from studio. Complimentary rags are to be discontinued and removed from the studio, with the exception of the sculpture room, as rags are needed to keep pieces wet/damp. Members using rags in that area are to police themselves in cleaning and drying the rags. Rags currently in main room and handbuilding room to be sold to members. Those not sold to be given to Jay Groothousen for use during the annual April studio cleanup. If a rag[s] is desired for working on clay, member to provide their own and to be maintained/washed at home.

Gary Ballew indicated that the sculpture room is having a cleanup on the first Monday of November. This is going to be done prior to the two full classes scheduled, and other classes/workshops this winter. Gary Ballew also requested that people using the sculpture shelves for storage of handbuilding tools and equipment and small items be aware that at least 27 open shelves will be needed for the sculpture classes in November.

Motion made by Russ Nichols, seconded by Sue Peetoom that an Ad Hoc Committee be established to devise a plan to make the Sculpture Room useable for Handbuilding and teaching non-sculpture classes. The committee to be chaired by Julie Jacques; to include Gary Ballew and Nancy Schultz from Sculpture, Sue Helle from Education, Jane Ercolani from Facilities, and Sue Peetoom, Purchasing. Once they have devised a plan and a cost estimate, it will be submitted to Facilities and Finance for their approval and brought to the Board for approval on November 15, 2019. The room would then be used to teach sculpture classes and a fair portion of non-sculpture classes, as well as offer suitable workspace for handbuilders.

Discussion held on room usage, furniture needed, equipment relocation, etc. Marcia Campbell called for the question. Motion passed unanimously.

Board Member Reports

President Julie Jacques indicated the 2020 membership forms have been revised and ready for use.

Marcia Campbell, Vice President: Meeting room reservation request forms have been sent to committee chairs for the 2020 year.

Bud Montgomery, Treasurer, was not present. Julie Jacques went over the fiscal sheets/reports. Budget for 2020 will be presented at the next meeting.

Sue Peetoom, Secretary, had nothing to report.

Committee Reports

Education Committee: Julie Jacques reported for the Education Committee. Deb Goalby was approved to be an instructor by the committee, and the Board is being requested to approve her teaching wheel classes. Motion made by Cyndee Remington, seconded by Doug Davis, that Deb Goalby be ap-

proved as an instructor for wheel classes. Julie Jacques reported that Lee Curtis is doing an excellent job on scheduling classes and preparing and forwarding class evaluations. All classes are receiving excellent reviews from those taking the classes.

Maintenance and Safety: Jay Groothousen reported that GVR has installed the new HEPA filter systems, and it is operational. GVR will be monitoring to make sure they are working appropriately, and will be “tweaking” functions as needed; there may be another vent installed at the main room slab roller. A new back door panic bar has been installed. Key hanging next to door on left. Discussion on operation. Sign will be installed next to door on operation instructions.

Finance: Katy Casey reported that the 2020 budget is almost complete. It will be presented to the Board at the November meeting.

Glaze: John Carney reported that the summer season was very busy. Again, as a continual problem, individuals seems to be making mistakes regarding the viscosity of glazes. All the glazes have a different viscosity, and water is being added to those that people perceive are too thick. John again is requesting assistance on keeping an eye on members, especially the newer ones, to help prevent this from happening. This includes all glazes – high and low fire, stroke and coat, velvets, etc. Do not add water; go to a glaze committee member for assistance. Also a reminder that glazes contaminated with water not be returned to containers. It was suggested the glaze committee members list be posted to allow individuals to know who to go to with glaze problems.

John Carney also mentioned as a reminder that no outside glaze, or clay, is to be used within the studio. Go to the glaze committee if a new glaze is requested or suggested; the committee will research, purchase a small amount, and test it if it seems to be a possible addition to the studio. Any clay not approved and currently in use at the studio is not allowed. Suggestions are to be taken to Jay Groothousen and committee for discussion and testing, again if the clay is deemed to be a possible addition. Only after approval and purchase by the studio, and housed in the clay room, will a clay be permitted to be fired.

Membership: There are currently 393 members as of September 30.

Monitors: No report.

Supplies: Members are doing a good job reporting needed supplies. Supplies are being kept current.

Social: Holiday Party is scheduled for December 6 in the Anza Room. Plans are ongoing.

Newsletter: Ruth Clayton is currently working on the November issue; all info is to given her right away.

IT: No report.

Kilns: Jay Groothousen and Katy Casey reported the summer was extremely busy. Because of the high temperatures this summer, the room was overheating, transformers and disconnects blew. Firing down from all kilns mon/wed/fri, to some kilns for summer firing schedules. In addition the kilns were cooling down much slower, so kilns were not able to be used as scheduled all the time. Room originally built for 6 kilns; currently 9 kilns. GVR and facilities/kiln committee working on how to resolve the issues. Purchasing of new kilns put on hold at the moment.

Bylaws & Policies: No report.

Expansion: Marcia Campbell thanked Susan Anderson and Jay Groothousen for attending the GVR P&E committee meetings, making the revisions to the proposal, etc. They have also asked to be on the P&E committee agenda for the next meeting to present information. Short discussion on usage of room when expansion is approved.

Nominations: There are three members willing to serve on the Board for the next three-year term. Bud Montgomery, Susan Anderson, and Paul Wolford.

Service: Julie Jacques reported that the service committee headed by Virginia Friend has done an excellent job of making sure members are notified when they have not performed their service, and keeping the necessary records to provide documentation when warnings are issued. Julie thanked Virginia for her dedication and hard work.

Unfinished Business

None.

Sue Peetoom moved that the meeting be adjourned. Meeting was adjourned at 10:29a

Important Dates

November 15	Board Meeting	9:00a	Kino Room
November 15	Membership Meeting	10:00a	Anza Room
December 6	Holiday Party	TBD	Anza Room
December 20	Board Meeting	9:30a	Fiesta Room