

## ST. ALBERT POTTERS GUILD GENERAL MEETING

September 9, 2020

**Meeting called to order at 7:05 p.m.**

### Additions to Agenda

- None

### Approval of Minutes from past meeting

- Amendment to July 2020 Monthly Meeting Minutes:
  - o *CORRECTION:* Randy and Theresa said when they arrived they had to be let into the building by security, they asked what time we would have to leave, they were told that they would have to be out by the end of their scheduled block of time (7:15 to 9:15 p.m. on a Saturday).
- Amendment to AGM 2020 Meeting Minutes:
  - o Membership will be reduced to 60 members from 61
    - *NOTE: Diane Gwillam's has always been a member in good standing with the St. Alberts Potters Guild. However, for many years the guild membership allowed for 61 members rather than the 60 allowable members, as Diane had her own personal studio and very seldomly used Guild resources. She was also a City Employee and the Guild coordinator with the City. Since her retirement, from the City, it has been decided that she should be included in the guild membership numbers, provide her with a cubby and bisque shelf and adjust our membership numbers back to 60 from 61.*
- Morley Bindin moved to have changes approved, Seconded by Nancy Van Driel

### New Members

Three new members were interviewed by Morley.

- Shelley Sabourin - [svsabourin@gmail.com](mailto:svsabourin@gmail.com)
- Ashley Maas - [maas.ashley@gmail.com](mailto:maas.ashley@gmail.com)
- Amy Wowk - [aewowk@gmail.com](mailto:aewowk@gmail.com)
- All three have been invited to join.
- Shelley and Asley were at the meeting and provided a quick introduction
- Amy was unable to attend due to other commitments

### President:

- After the crazy spring getting everyone back into the studio. The Executive took a much-needed break and took all of August off, and were able to do some potting
- No update on the Gas Kiln as yet
- Lysol Spray is very strong so perhaps we can leave it to the last person at the end of they night to use. If the tables are cleaned really well we should be good. The smell is just too strong to use during the day if people are following you in.

### Vice President:

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- Just getting back into the guild now.
- The guild is looks nice and clean so that is very great
- Classrooms were in glazing, Randy and Denise showed up to glaze and were surprised that they couldn't glaze
  - o We should have the teachers book the glazing room so the guild knows that we can't use the glazing rooms
  - o We should provide instructions to the teachers so they can book off the room in the scheduler

Treasurer:

- Chequing & Savings balance total is \$53,298.18.
- If anyone is purchasing clay, they need to do the e-transfer while they are in the clay room so that whoever is witnessing the purchase can record the confirmation that the transfer was done. No different than verifying that a cheque is present.
- The guild executive should make sure that before signing that the e-transfer has been completed, they should have the member complete the transfer before leaving the clay storage room.

**Program Coordinator:**

- Reminder that Gina's workshop is this weekend and that all the guild wheels are booked

**Communications:**

- Updated membership list. Please email [Stalbertpotters@hotmail.com](mailto:Stalbertpotters@hotmail.com) if you aren't getting emails from the guild
- Guild usually sends at least one or two emails a month so let us know if you aren't getting any and we will verify that your email address is correct and that you are on the distribution list

**SAPVAC**

- A question the Art Classes instructors had for the Guild is: are they allowed to use the slab roller?
  - o Yes they can, but they would need to book the hand building station in the scheduler. If the executive or one of the guild members knows ahead of time, then we can book it for them.
  - o They should also be booking both glazing stations when they are doing glazing. Again, if they let us know in advance when they are doing glazing and we can book the glazing stations
  - o If Guild members want to hand build on the nights that the classroom has the hand building station booked, they can book one of the wheels\tables for hand building, however they would not be able to use the slab roller that night.
- SAPVAC is wanting everyone from all guilds to sign in on the board (that is located by the security office) whenever they come in and again when they leave. The city is trying to keep track of who is in the studio
  - o Concerns were raised from the guild about using the box, pen and paper as it is shared and could be a safety hazard
  - o Suggestion is to use your own pen etc.
  - o Kathy will get clarification from SAPVAC this

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- The SAPVAC board has decided to cancel this year's Country Craft Fair due to concerns around Covid. There were concerns around how to funnel people through the studio spaces, how to keep the wares clean with people possibly touching and handling them, and a number of different guild members who were just not comfortable even participating. Also, only 18 of 32 outside vendors were confirmed, as a number of vendors from last year were not willing to participate due to Covid. Will be canceled this year
  - o Maureen mentioned that at least one person had called into the Guild asking when the dates for the sale were. At the time we believed it was going forward so asked them to watch the websites.
  - o Something will be posted and sent to the chamber about this so the general public is aware of the cancellation
- **Capital Equipment**
  - o Nothing to report
- **Clay and Supplies**
  - o We received a shipment of clay and it has been labeled and is ready to go
    - We got P300, H441G, Raku, H450 and H370
    - There is also a lot of WSO available
  - o If there is a clay that you want to try, you can let the Executive know and we will try to get it in
  - o If you want to try a new clay but don't want to buy a whole box, perhaps leave a message on the bulletin board and someone maybe willing to share a  $\frac{1}{2}$  a box with you.
  - o Annalisa sent a big thank you to Maureen and her husband for picking up the clay at Plainsmen and then moving it onto the clay shelves in the storage room.
- **Library**
  - o New magazines, please place in Nicole's cubbie
  - o New face shields are in the bag in the library cupboard
- **Cone 10 Glazes**
  - o There are two glazes that need to be mixed, emails have been sent to the teams responsible for mixing
  - o Edith asked if the teams can please include her on the emails organizing the mixing. This will ensure she is aware of when the jobs are completed so she doesn't have to follow up.
  - o Please just include her on the cc
- **Cone 6**
  - o Caroline provided an update
  - o Perfect Clean is the only one that needs to be mixed. Caroline will organize that
  - o Amelia mentioned she should be included on the list for cone 6
  - o Maureen also offered to assist with Cone 6 if necessary
- **Housekeeping**
  - o This role is vacant at the moment
  - o The executive has been in the studio and it is very clean so KUDO's to everyone
  - o The Executive will come up with a way to do the major cleaning
    - Executive will discuss during the next Executive meeting and plan something for later this year

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- **Social Media**
  - o Amelia mentioned she hasn't been able to get into the guild since returning from Covid
  - o Carolyn said she would assist with Social Media if Amelia needs assistance
  - o Margaret has been sharing WARES advertisements to our Facebook page. She is willing to continue with this if needed
- **Membership**
  - o Yolande wasn't at the meeting so we will reach out to her about the new members so cubbies and bisque shelves can be assigned
- **Kilns**
  - o Willie wasn't able to attend the meeting. Everything is running smoothly as far as Morley knows
- **New Business**
  - o Teresa Curry asked for clarification on the classrooms and scheduling
    - Both of the glaze stations need to be booked when the classrooms are glazing
    - Can we also put into the scheduler to book glaze mixing. Two groups showed up at the same time to mix glazes which caused some confusion
    - Kathy said this happened to her as well
      - We will add another service to the scheduler for glaze mixing
      - *NOTE: Annalisa has added this to the schedule*
  - o Margaret mentioned the Air Compressor is not working
    - Motion to purchase a new Air Compressor to replace the existing broken Air Compressor.
      - Kathy VanHoof Passed, Carolyn Williamson seconded
      - Passed unanimously
    - Morley will work with Diane to purchase the new Compressor
  - o Morley will also talk to Diane about purchasing a new cart for moving clay
- **Old Business**
  - o Scheduler still does not have the Raku site in it.
  - o Annalisa will add the Raku site to the scheduler

**Meeting adjourned at 8:13 p.m.**

- Morley moved to adjourn
- Denise seconded