

## February Agenda-Exec. Committee

Wednesday, 22 February, 2017, 7:00pm  
Urbana Free Library Auditorium

### General Meeting (7:00-7:45 approx)

Attendance: Quinn Ferris, Coltan Parker, Zach Kauffman, Patricia Knowles, Ursula, B. Rauchfuss, Cathy Cunningham, Connie Dodson, Bette Chapman, MinHsuan Peng, Jane Dormier, Chien-Yu Chen

### Announcements

1. Pass the new Secretary candidate -Jen Mui
  - a) Cathy Cunningham made the motion for Jen Mui to be secretary, Bette Champman seconded. Motion passed.

### Welcome

1. Introduction of new member (Colton Parker, Clay Committee)

### Workshops update

1. Dwain Naragon Workshop has been re-scheduled for Saturday, March 11 from 9 am - noon for stamping and 1-5 pm for throwing. Studio will be unavailable for general use that day.
2. Laura Irle's small creatures class, open for up to 15 people, scheduled for Saturday, February 25, from 9-12pm. Studio will be unavailable for general use during this time.

### Open Floor

1. Cathy Cunningham asked for updated status of Cink
  - a. Discussed the need for more frequent changing of the filter (every 6 mos.) with several cleanings in between
  - b. Jeff and Paul have agreed to be responsible for this, but it is difficult, so Min and Atticus will discuss internally
  - c. Possibility of using a less opaque bucket so that we are able to monitor the water level better.
  - d. General reminder: NO Cink water should be drawn or added; only clear water should be decanted from the buckets and put only in the gutter if we are trying to get rid of it.
2. Other general notes and reminders:
  - a. Try to use minimal water for throwing
  - b. When a project is left in the studio in progress, try to leave notes so others know what's up.
  - c. Cone 6 porcelain reclaimed (?) in buckets in front of the file cabinet
  - d. Discussed the overall level of dirt in the studio, particularly around the wheels. Emails have been sent to encourage better effort on the part of all members.
  - e. Also, cleaning committee is asking that people are mindful of how much/how often people are using paper towels. Bring a towel from home to use when throwing or working with clay.
3. Videos and Instructions

- a. Suggestion for the creation of videos on how to clean to be put up on the website and required watching for new members. Can include but are not limited to:
  - i. How to use the Cink
  - ii. How to clean the slab roller
  - iii. How to clean starting from when the wheel has stopped all the way through the process—Min has volunteered to do this on Saturday after the workshop.

Show and tell

Meeting Adjourned 7:49, 2/22/2017

1. Motion to adjourn by Connie Dodson, seconded by Cathy Cunningham. Motion Passed.

### Executive Committee (7:45-8:30)

Attendance: Quinn Ferris, Patricia Knowles, Ursula, Bev Rauchfuss, Connie Dodson, Bette Chapman, MinHsuan Peng, Jane Dormier, Chien-Yu Chen, Jennie Hughes, Susie Duncan

**Red** means that we need to discuss.

1. Approval of Previous Meeting's Minutes
  1. Motion to approve previous meeting's minutes by Patricia Knowles, seconded by Bette Chapman. Motion passed.
2. Approval of Treasurer's report.
  1. Motion to approve previous meeting's minutes by Susie Duncan, seconded by Jane Dormier. Motion passed.
3. Additions/Changes to Current Agenda
4. Executive Committee Reports
  - a. **Interim Secretary: Jen Mui:** Nothing to report
  - b. **Treasurer: Chien-Yu Chen:**
    1. See table for all charges in budget to track unexpected charges
    2. \$145 returned check, but bank did not charge
    3. \$13.48 for new bin for cookies
    4. Check to Laguna included in next months budget
    5. November had three invoices, laguna was not included (\$23.00 for clay pencils)
    6. Cleaning committee is over budget—using a lot of paper towels. \$160/180 since July 2016. Will need to check on budget mid-year to make sure still on track.
  - c. **Membership: Bette Chapman:**
    1. 46 new members, no need to add more.
    2. Plan to have class in the middle of the term 6 weeks before membership rolls over, with no promise to new students that there

will be room for new members. Current members with 1 term off will have first priority, followed by the waitlist and the students from the class.

d. **Firing: Jane Domier & Bruce Kloth:** Nothing to report.

e. **Glazes: Bev Rauchfuss & Stephanie Sutton:**

1. When members use the pitchers, etc. to apply glazes, please clean up when through using.
2. Members are reminded to double check that they are replacing the lids of glaze buckets—otherwise glazes can thicken and dry out or become contaminated.

f. **Website: Bev Rauchfuss:** All the new people have been added to the listserv and lapsed members have been removed.

g. **Sales: Jen Mui:** Boneyard Arts Festival Registration is due by March 13th. We are planning to be open Friday evening and Saturday during the day, with demos during the day on Saturday. We will not be open on Sunday. I'll charge the registration to my credit card and get reimbursed later. <http://40north.org/programs/boneyard-arts-festival/2017-boneyard-arts-festival-registration-form>

1. Will need to have a glaze party for unclaimed bisque ware. Min will send an email to schedule.

h. **Clay: Connie Dodson:**

1. Currently have 12 ½ boxes of red and white, and 3 boxes of clay with extra grog.
2. Out of the brown speckle, but due to the positive response of membership, will reorder. Also there are full buckets of recycle clay waiting for reconditioning. If we decide to add a third type of clay permanently, may have to rethink set up.
3. General reminder: If members could please rewedge and appropriately store waste rather than tossing for reclaiming, it would reduce the volume of work for the clay committee.
4. Experiment with using porcelain on existing plaster table using a textile.
5. Vote at next meeting if we want to officially adopt third clay.

i. **Cleaning: Susie Duncan & Patricia Knowles:** There have been some big messes in the studio lately. Also, we need to update photos to include new members and group cleaning committee members together on the bulletin board.

j. **President: MinHsuan Peng:**

1. New members photo have been ordered. If your photo is not on the board, please send one to me. Will check if there are any others still missing.

#### 4. Old Business

- a. Spray booth progress

1. Spray booth progress: Masonry guy coming to open south hall for hood. \$500 bid for materials, \$460 electrical work done, could start as early as next week, followed by a training process to see how things work, followed by general training for members
  1. Bruce is looking for an easy clean nozzle
  2. Videos of how to use the spray booth could also be made for training purposes

5. New Business

1. Clay order to be placed END of March
2. Suggestion to create laminated reminder signs (with use of Jane's access to a laminator) to help members keep track of best practices and important clean up steps when using the studio

Meeting Adjourned 8:48 pm, 2/22/2017

1. Motion to adjourn by Better Chapman, seconded by Connie Dodson. Motion passed.