

GLPG Board Meeting Minutes
December 16, 2017
Approved Jan. 25, 2018

Attendance: M Anderson, D. Cole, B. Guerin, S. Kirillova, L. Sawicki, C. Seebeck, M. Steinkamp
Absent: G. Gamble, W. Pan

1. November 2, 2017 Minutes approved

2. Officer Reports

a. President:

No report

b. Vice President:

Thank you cards were sent out to those who made contributions to the Guild on behalf of Phyllis. The list was also sent to Phyllis's family per their request.

Condolence card to be sent to Marilyn Washington.

c. Secretary:

Lyn will fill in as Secretary while I (Deb) am gone for a few months.

d. Treasurer:

Quick Books online being used for bookkeeping and tax recording purposes. Guild to pay the monthly \$50 fee.

1099's to be ready in January

T. Rozeboom to complete the 990 filing in the next month or so.

Where and how to house Guild records, documents, receipts, checks, etc. in the future discussed. Ideally need to provide security and fireproof storage.

Further discussion of providing for Electronic Payment Systems for sales, class registration and student purchases.

e. Guild Director:

Tim examined the exterior of the Guild building, discovered and repaired an issue on the northeast corner under the eaves.

Tim will also examine the roof of the kiln room when the weather permits and will report back the status and any recommendations.

Tim also drilled some new holes in some of the old plastic bats that did not fit the pins on our wheel heads.

3. Committee Reports

- a. Finance:
Mid-year review of expenses limited to sale expenses at this time.
- b. Glaze:
New tiles showing slips over and under glazes to be prepared in December and fired as soon as possible. Will be made available to members, vp's, students sometime this spring.
- c. Library/History/Collections:
Documents previously housed at Nancy Rinek's have been picked up and are currently stored in the clean room. They still need to be sorted through in order to determine what to save in current form and what can be disposed of or digitized. Some help from founding members will be sought for identification purposes.
- d. Sales:
Discussion of problem with lost tags during sales. 13 tags were missing at the conclusion valued at about \$300. This represents a fraction of 1% of total pots sold. Guild receipts exceeded payouts by about \$130. At least one misplaced tag made it through the system all the way into the wrong envelope after the inventory was complete. This highlights the need for everyone to go through their tags and report to Madhu any errant ones. Even if individuals are not concerned for their own missing tags, we all depend on each other to check.

4. Unfinished Business

- a. Guild Video
Bill has made some preliminary inquiries with a professional videographer. Will seek out other(s) and determine pricing over the winter in the hopes of getting this going in time for our busy spring season.
- b. Tourist in Your Own Town potential sale discussed. Concerns for work-load vs benefit led to discussion of potential cash/check only mini clean room trial sale. More on this as it develops.
- c. Guild Workshop
Sara to contact John Bauman for a potential work-shop.

5. Next meeting scheduled Jan. 25, 2018

6. Adjournment: 11:40 AM