

## **Greater Lansing Potters' Guild February 19, 2019 Board Meeting Minutes**

Present: Laitala, Meyers, Steinkamp, Pan, Sawicki, Seebeck, Candy, Witter

Absent: Cole, Pan

**Next Meeting: April 4, 2019 at 7 pm**

1. January 17, 2019, Board minutes approved as amended
2. **President** - Steinkamp
  - a. Liz Meyers was welcomed to the Board to complete the term of Svetlana Krillova's
  - b. Reception honoring Eldon Clark's forty nine years of teaching on January 20 went very well. He will be one of the first people interviewed for the 2<sup>nd</sup> Guild video.
3. **Vice Pres.** No report.
4. **Secretary:** No report
5. **Treasurer's Report for 2/1/19 was distributed**
6. **Guild Director** No report.
7. **Committee Reports**
  - a. Long Term Planning – Bill Guerin
    - i. LTP team (Guerin, Clark, Cole, Tilden Hyman ) was identified during the presidency of Bill Guerin to address some of needs of the Guild.
    - ii. A handout (attached) was distributed listing ten challenges that are facing the guild currently or are anticipated in the future.
    - iii. The first priority was to address the energy consumption of the Guild by replacing the lighting while various credits were available. This project was completed at a cost of less that \$400 to the Guild—one that will likely pay for itself in six months.
    - iv. The second priority is to address critical infrastructure needs, with particular focus on rebuilding the car kiln and possibly rebuilding/enlarging the kiln room.
      1. Donovan, builder of the current car kiln, estimates that replacing the kiln would be about \$35,000.
      2. The kiln room is becoming very crowded and decrepit. Thought has been given to extending the south wall 10' and tearing down and rebuilding the shed. An estimate from Motz Builders put the shed project at \$41,425 and the south wall replacement at \$117,150
      3. Action plan. Before any further consideration of different building/equipment locations, a detailed map of the sewer and septic system is needed.
        - a. Seebeck will contact the township again and access any other information available to produce plans that will include drain fields, septic tanks, and all lines underground.
        - b. Obtain more information about proposals for expanded building and kiln building

- i. Ted Neal, a kiln builder, who also works at Ball State, is scheduled to come to the Guild on May 28 to assess our situation and make a bid on the kiln portion of the project.
      - 1. Seebeck moved to offer Neal \$300 to cover his expenses for coming here on May 28. Approved.
    - c. Research on various possibilities for financing these project must be completed (options listed on Guerin handout)
    - d. The membership must be educated about the kiln and space realities and financial options.
    - e. Interest and commitment of the membership to embark on these project need to be assessed.
  - b. 50<sup>th</sup> Anniversary Celebration
    - i. Witter presented a tentative budget (attached) for the events and discussed various aspects that could alter the expense to the Guild
      - 1. The board was of the opinion that dinner wine could be obtained from the cash bar rather than an 'included' item.
      - 2. Guild expense for the last three anniversary celebrations have increased considerably and were \$3049 for the 45<sup>th</sup>.
  - c. Scavenger Hunt. – Liz Meyer
    - i. The goal of the project is to get younger people/millennials to our sales.
    - ii. The project is currently in the 'hype' stage. Facebook and Instagram are being used to get a pottery discussion going on social media.
    - iii. In the meantime Meyer and Steinkamp are visiting local businesses in the greater Lansing area to solicit their involvement in 'hosting' a mug at their location, taking a picture of the winner with the mug, and returning the picture to us for use/promo on social media.
  - d. Sale Committee. There is no further information from All Saints Episcopal church about their need for sanctuary space that would conflict with our sale operation.
  - e. Points committee - Lyn Sawicki
    - i. The board agreed with the points book committee rewriting its job description to align it with current practice. The rewrite will eliminate the crosschecking of kiln slips with information on points pages.
    - ii. Stackers will be advised to continue separating member and student kiln slips when stacking. Student slips are to be banded, dated and put on Witter's shelf
  - f. Membership – Steinkamp for Pamela Timmons
    - i. Four VPs were announced this week to begin on Mach 1, 2019. First year: Maureen Nelson (Sara as liaison) and Samantha Smith (Margie as liaison). Second year: Paul Stokstad and Tim Sime.

## 8. Unfinished Business

- a. New table covers for display purposes.

- i. Szilagyi and Fleishman will be ordering new table covers this week. Estimated cost is \$200-300. It was moved by Witter and approved by the board **to spend up to \$300 on the table covers.**

## **9. New Business**

### **a. New logo T-shirts.**

- i. An order for member and extra t-shirts was placed by Steinkamp on Feb. 18, 2019.
- ii. The 'how and where' of selling the extra shirts is currently under discussion and will be determined by mid-April.

### **b. Guild Archives management**

- i. Time ran out for a discussion of this item. It was suggested that a small task force of members be assembled in April to (1) assess the current situation and to (2) propose a manageable plan for storing and accessing the records of the Guild in the future. TF ideas include Rinek, Sears, Guerin, Steinkamp, Witter

### **c. The Annual Meeting was scheduled for May 23 at 7 pm.**

### **d. The Spring Sales meeting was set for April 11 at 7 pm.**

### **e. Tourist in Your Own Town is scheduled for June 1. Steinkamp will lead the charge in planning the activity.**

**10. Next Board Meeting:** April 4, 2019 at 7 pm

**11. Meeting adjourned at 9:30 pm.**

Joan Witter  
Recording Secretary