

6/27/2022

Anna Dorner, Chad Cates, Cherie Bramley, Claire Normile, Elizabeth Donovan, Emily Durstewitz, Erin Doescher, Eunseon Park, Jamie Gahtan, Jennifer Thayer, Kim Lange, Lindsay Renz, Maria Kitner, Maureen Hanley-Ehmann, Rebecca Cigal, Ryan Parr, Susan Stern, Suzanna Van Schoonhoven Hunter, Theresa Zubretsky, Toan Tran,

President Notes	<ul style="list-style-type: none">● Installed Smart lock system● 50 random 4 digit codes were created and are ready to assign● Work group will maintain software and lock to keep track of who is coming and going.● Scott donated a sign for Waterbrook and it was affixed outside● Resigned lease with Landlord● Improved lighting by landlord installed● Moved our security system to to a 5g system● Floor project is indefinitely postponed.● Theft of a wheel. Police report was filed; no information to follow the theft. Contemplated pursuing cameras; decided the first step was code box.● Responded to COVID and followed Albany county guidance and CDC for when masks were required. Signup genius has been effective for COVID tracking and informing members how busy the studio is to guide decisions on when to come to the studio.● Future goals: to create a participating clay community.
Financial Report Annually	<ul style="list-style-type: none">● Moved money to savings to lower risk of theft with now having a debit card.● Bank total is \$27,527.53 (Slightly above last years balance of: \$25,783.35)● Revenue: \$51,641.22● Expenses: 47,073.52 (includes 3.350\$ tax and 43,723.53 operation costs.)● Next year's budget is \$51,540● Big Purchases: lock system, new L&L kiln arriving in July, repairs to both kilns relay and elements.● This upcoming year Quickbooks subscription is canceled.● Future goals: provide more options for payment that won't cost as much to the studio in fee
Membership Report	<ul style="list-style-type: none">● Since January 2022: onboarded 14 new members and lost 3 members● Need to keep full members at 45 to maintain operation costs and associate members provide additional operation support.● 16 waitlisted members.
Operation of the Kiln	<ul style="list-style-type: none">● Working members are present 6 out of 7 days● Kiln firing schedules and system for tracking kiln firing.● System is now in place for tracking and scheduling kiln rentals.● New advancer shelving for glaze; limits working members need to grind shelves● Raku firings will continue once a month run by volunteers during warmer months.● A new L&L kiln is on the way● Created a dedicated drying space.

	<ul style="list-style-type: none"> ● Goal for next year: Make studio safer with air purifier, and encourage each other to keep studio safe and clean.
Education	<ul style="list-style-type: none"> ● 2 classes occurred last year: visiting instructor for sculpture and Erin ran a beginning wheels class which encourages new members. ● Studio would like to offer more advanced classes and they are organizing instructors. ● Critique night idea once a quarter ● Propose setting up a 2 hour clay experience with no firing offered. ● Teaching a course will be split at (70% for teacher and 30% for teacher). Members are encouraged to share interest in teaching courses. ● Goal is one evening class and one day class.
Members comments	<ul style="list-style-type: none"> ● Offer studio clean ups on additional days besides Sundays to open participation for more members. ● Create an orientation day about glaze techniques, clean up, and equipment use in the studio. ● New members create a hands on learning day and a contract day. Possibly create a buddy system. ● Members recommended hiring someone to mop floor regularly. ● Have an easier mop system where mop is ready to go. ● 7/30 will be a waterbrook studio party with the guild for Barbra when she visits. Including empty bowl throwing. ● CCCG is a part of waterbrook and we can work together and integrate activities and events for potters in both communities.