

Waterbrook Board Meeting: 7/19/2022

Attendance: Cherie Bramley, Chad Cates, Eunseon Park, Jamie Gahtan, Theresa Zubretsky

| Agenda | Discussion |
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| Presidential Notes | <ul style="list-style-type: none">● Working to create a new updated manual/ guide for members including policies and practices.● Signs in the studio need to be updated: especially the alarm code instructions sheet. |
| Clay Order | <ul style="list-style-type: none">● Orders for Clay will be placed over the phone by participating members to Baileys. Members will have one week to call and place an order; then there will be 1-1.5 weeks to pick it up. (Members will be provided with a one-week range of when the order will be available at Waterbrook).● Vehicle size: We will know how much clay before pickup and have a week to plan to organize appropriate vehicle size. Working members may use working hours to pick up clay.● Now until January 1st, 2023 (when we will reassess) pickup will occur every other month and Waterbrook will cover delivery fee as a part of a perk for membership at Waterbrook. |
| Empty Bowls | <ul style="list-style-type: none">● Electricity bill increased 150% since opening.● Depending on how many Empty Bowl firings the CCCG may cover some firing utility expenses related to empty bowls. We are waiting to see what the utility bill is with 3 kilns running to understand what expenses of firing will be.● There will be separate firing shelves for empty bowls to track kiln load quantities. |
| Treasurer | <ul style="list-style-type: none">● The treasurer is working on collecting dues.● There will be a 5\$ additional fee for members who pay via credit card.● Members will be provided with information on using ACH via email to have more options to avoid 5\$ fee. |
| Education | <ul style="list-style-type: none">● In the fall Erin will teach a beginning class with up to 6 students. |

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| | <ul style="list-style-type: none"> ● We may also try to set up in person day workshops. |
| Studio Communication Platform (Slack) | <ul style="list-style-type: none"> ● Jamie will create a slack Waterbrook group to build a communication network where potters can share ideas and build community. This can also be used as a form of communication for events/happenings at Waterbrook. ● A Zoom meeting teaching Slack will be offered |
| <u>Operations</u> | |
| Community Glaze | <ul style="list-style-type: none"> ● Glazes with small quantities were moved into smaller buckets placed on shelves. ● The studio will aim to always have available 10 main dipping glazes with half being commercial and half studio made. (A survey will be sent out to members to see what glazes are being used/desired in the studio) ● Glazes will be purchased |
| Kiln Equipment | <ul style="list-style-type: none"> ● Only spare center elements (x6) are present at the studio (no top and bottom elements at the studio). Operations will order 2 top and bottom elements for kiln and a backup vent motor |
| Firing Rates and Usage Tracking | <ul style="list-style-type: none"> ● Utility bills are up 125% per kWh from when the studio opened. ● Start increase of Firing fees starting August 1st for associate members to cover increased electric costs. ● Kiln rental for associate members 25\$ and 50\$ ● Associate members will make a deposit if they plan on firing (starting balance request is 50\$) and firing fees will be subtracted. When fees go down to 5\$ members will be contacted and asked to refill their kiln fund. |
| Working Member | <ul style="list-style-type: none"> ● There is a need for two more working members. ● 3 members applied for working member positions; Eunseon will interview and announce who the working members are in upcoming weeks. |
| Donated Kiln | <ul style="list-style-type: none"> ● A kiln was donated to our studio that is not compatible with our electric wiring. It is unknown if it operates. At this time, it will be available for purchase by members. Based on the market it is valued at 150-200\$. |