

Stained and Fused Glass Club Board Meeting Minutes 25 January 2020 Approved 2/12/2020

Participating Club Board Members: Jo Anne Bowman, President; Sue Watkins, Vice President; Debbie Brown, Treasurer; Lisa Schulz, Secretary and Nancy Jarvis, Studio Manager

AGENDA

Follow-up to Previous Meeting

1. **Discuss and approve appeal letter** for our Club's exclusive use of the Monday 8AM-3PM time slot during which our facility is presently occupied by Alcoholics Anonymous (AA) meetings.
2. **Discuss options for adding guest instructor classes**

New Business

- Review and update Club safety rules.
- Discuss modifications to official club documents in response to changes in 2020 SCOV Club Rules, Regulations and Procedures.
- Discuss options for Club Web presence.
- Discuss upcoming Club Fair.
- Discuss expenditures: printing reimbursements and potential purchases of kiln mold(s) and Morton board vacuum
- Discuss fume extender maintenance

NOTES

- **Letter of Appeal for increased Monday Studio Hours Addressed to General Manager Mark Wade:** The appeal, written in response to member feedback about limited studio accessibility, was approved by the Board and submitted to General Manager Mark Wade. The letter requests that Monday AA meetings be moved to an alternate facility in consideration of our Club expansion and the growing demands placed upon our limited studio resources.
- **Guest Instructor Consideration Update:** The Board reviewed conversations with Alysa Phiel of Wild Desert Glass Studio. The issue of adding outside instructor classes was assigned a lower priority than getting our safety curriculum in place. The Board voted to assess Club membership interest via a survey in view of specific costs before moving forward to contract with Alysa. Survey results will be considered in conjunction with anticipated impacts on open studio time.
- **Club Safety Document Language Review:** The Board reviewed and updated language in the *Stained and Fused Glass Safety Monitor Guideline*, *Club Bylaws dated 3/25/2017*, and the *Stained and Fused Glass Instructor Monitor Guidelines* in preparation for a new safety monitor curriculum to train all members. Draft revisions are in progress. Our *Welcome Letter* will be similarly revised to reflect new safety prerequisites for membership.
- **Club Web Presence Options:** The Board opted to survey our membership for interest in a Club Web presence using either Facebook, Weebly, or another Web-based social media platform. In order to be

viable, volunteer commitment to site management would be required, along with a reasonable and consistent level of membership participation. Benefits of a Club Web presence include a gallery feature and the ability to post and maintain the Club calendar and current documents and guidelines.

- **Upcoming Club Fair:** February 7th. John and Bonnie Kearsing will man our table with sign-up sheets for beginning classes. We need quality standard table-sized signage designed to be reused for future events.
- **Potential Club Purchases and Reimbursements:** The Kiln committee received a request for more flat bottom #1A sushi dish molds. The Board recommends authorization for the purchase of 3 more. Nancy asked if we want to purchase another Morton Board Vacuum. Jo Anne will consult with Pat who does the vacuuming. The Board decided to reimburse members for printing kiln slips and Jo Anne for her document printing at the rate of 7 cents per page.
- **Fume Extractor Maintenance:** The Board decided to order new fume extractor filters annually rather than continue the practice of washing and reusing the filters periodically. This will be a new procedure.

ANNOUNCEMENTS

- An additional instructor is needed for February 3rd.
- Jo Anne will manage the checkbook while Debbie is out, January 28th-February 4th
- Southwest Glass Delivery will be February 7th.
- Nancy completed the mold inventory.

ACTIONS

- Nancy will contact Tucson Art Glass about the possibility of offering us the same club discounts we presently enjoy from Southwest Glass.
- Lisa will assist Jo Anne with wording revisions of our documents under review.

FUTURE Meeting Agenda

- Determine curriculum for new safety monitor requirements.
- Determine changes to new member training requirements and prerequisites for access to studio entry door combination.
- Compose a membership survey to assess club website interest.
- Compose a guest instructor interest survey.