

SCOV Stained and Fused Glass Club Board Meeting Minutes - May 5, 2020

Attending Club Board Members via Zoom: Jo Anne Bowman, President; Sue Watkins, Vice President, Debbie Brown, Treasurer and Nancy Jarvis, Studio Manager.

Meeting opened at 10:07 am

Purpose of this meeting

To address the email from Joy Huxtable, Board President and Mark Wade, General Manager sent out to all clubs regarding the process of how to open the glass studio when the time comes that it is safe to do so. We were to come up with a recommended procedure that would be specific to our club that ensures the health and safety of our members.

Discussion on the questions that needed to be addressed

1. How many people will be allowed in at a time to practice safe social distancing?

Taking into consideration the table top space. We determined that a safe number would be 6 members at a time. The tables would be marked to show where members could safely stand to allow for appropriate social distancing. When moving about the studio it will be up to those individuals to coordinate to maintain social distancing.

2. Would masks and gloves be required?

Masks will be required by all who enter the studio. This would include all members working in the studio as well as those members stopping by to pick up their finished project. It will be the responsibility of each member to provide their own mask. As already a requirement, eye protection is a must. It is not practical to wear gloves. We will require hand washing upon entering the studio and before you leave. And frequent hand washing in between. **Eye protection is required to be worn anytime you are in the studio even if just picking up glass.**

3. How frequently should members sanitize equipment and materials?

We have formulated our cleaning solution to be compliant with the CDC guidelines. Using this disinfectant on all materials and tools as well as hard surfaces will be required. Using the spray and paper towel to sanitize things before and after use. In addition the door handles and sink taps should be cleaned frequently. If disinfectant wipes become available they will be used as well.

4. How will the club monitor and enforce compliance?

All members will be made aware of the new safety and health procedures. We will continue to train Safety Monitors as before the shut down and include these new

procedures due to the Corona virus. Every member will be responsible for following these health and safety rules as posted. All level 1 & 2 monitors are instructed to ask members not complying to these rules to become compliant or to leave the studio. Any infractions will be reported to the board for further handling. Due to the limited number of members allowed at a time in the studio we will not be having instructor monitors at this time.

5. What are the recommended capacity limits?

We will be able to accommodate 6 members to work in the studio at any time. Because of this limited number we are asking that members limit their time to no more than 2 hours in order to allow as many members the opportunity to participate. We have 142 club members, so we are asking to cooperate with these requirements.

Other issues

We are recommending that each person working in the studio use their own equipment with no sharing unless the equipment is sanitized between use. An example would be that each person needing to use a grinder should get out their own for their use only.

Since our club shares kiln space with the clay club, we will work with our kiln committee to be maintaining safe social distancing when loading and unloading the kilns in these common areas.

When the club is allowed to open up under these conditions we have decided since Instructor monitors will not be available we will suspend all supply sales until we are back to running a regular schedule.

It was determined that when the studio is able to open we will at that time change the door code. We are aware that there are a number of members who had not been able to take the safety class that would qualify them to have the door code. We will be offering that class first to allow members to qualify for the new door code.

Meeting adjourned at 11:11 am

Submitted by
Debbie Brown