

**Attendees:** Beth Johnson, Chris Polich, Claire Delffs, Dawn Craig, Debbie Christensen, Faith Rahill, Frank Gosar, Karen Washburn, Maria Counts, Merry Newcomer, Robin Russell, Sandy Brown, Sandy Segna, Ted Ernst, Tracie Manso, Ziggy Blum, Diane Seals, Joe Davis.

**Recorder:** Maria Counts

<b>Meeting began at 6:30 p.m. (McNail Riley House)</b>	
<b>Minutes</b>	<b>Next Steps/Decisions</b>
The Minutes from February 4, 2020 were approved (Moved, Merry Newcomer; second, Sandy Brown).	Minutes approved
<b>Application</b>	

**Possible changes to improve Application**

- Should we change pipe and drape to Bold Print?
- Beth (Info Packs) wants to take out the word "Postering", and substitute "Posters".
- On first page of Application, change phrase to "I would like Clay Fest to link my page".
- Changes to pipe and drape wording.
  
- Debbie (Registrar) would like to add a box for applicants to choose what form of communication they would like: snail mail or Email.
- Need to indent (My local clay is up to date \_\_ Yes or \_\_NO)
- Regarding Posters Committee form, Posters needs to be underlined.

**Quality photos needed**

- Frank (Graphics) is requesting Quality (**VERTICAL ONLY**) photos with a professional Background for the postcards. Please Email them to graphics@clayfest.org

**Considerations for upcoming show**

- Still waiting on contract from LEC (Fairgrounds)
- Chairs please keep up on notes regarding your individual jobs--it's very helpful to have a record that you can use yourself, and that can be passed to future chairs
- Ben Wood dropped out due to a family reunion. Jon King will be taking over for Demos trainee.

**Options to collect customer Emails**

- Have drawings for gift certificates to shop at the show.
- Artists donate work for drawings, everyone that comes in the door may fill out a ticket to win a piece of art.
- Have a line for customers to add their name to our Email list on the people's choice awards.
- Supply a clip board at the information desk for customers to add their name to the Email list.
- Pay a small fee to collect Emails from square.

**Considerations For possible emergency show cancellation**

- What protocols should be taken if Coronavirus becomes a problem as show nears?
- Should we add to the application, "Booth fee will be refunded if the show is cancelled due to an emergency" or is it just a given.

**Publicity**

- People are unhappy with the Register Guard; if we keep them maybe consider a smaller ad.

Faith would like to remove word "default", after "black". The choice is either black or white.

The drawing form will request Email address.

Should return booth fees.

Karen will contact fair grounds and see if they will return Building rental fee under special circumstances.

We should consider looking for something new, possibly The

