

**CLAY FEST STEERING COMMITTEE – March 4, 2014**

- Remaining Meetings: June 3 (booth selection); September 9; October 10, 11, 12 – Clay Fest Show; October 21 – Wrap Up.

**Attendees:** Beth Johnson, Cecile Haworth, Cheryl Weese, Dave Parry, Denise Davis, Don Clarke, Faith Rahill, Frank Gosar, Karen Washburn, Kris Anderson, Merry Newcomer, Michael Fromme, Sue Siwinski, Robin Russell (Trainee, John Siwinski)

**Recorder :** Kris Anderson

Meeting Began at 6:30 p.m.	
Minutes	Next Steps/Decisions
<ul style="list-style-type: none"> <li>▪ The Minutes from February, 2014 were approved as amended by Merry Newcomer, she added the complete budget sheet to the minutes and has already posted to the web site. (Moved Michael Fromme, seconded, Frank Gosar.)</li> </ul>	<p><b>Minutes approved as amended</b></p>
Live Music Discussion	
<ul style="list-style-type: none"> <li>▪ There was a discussion about the pros and cons of having live music, and the cost and logistics for the microphones, etc. There was a show of hands, and more Chairs were neutral or against live music than for live music. A suggestion was made, and was agreed upon, that we go for a year without opening music, and make a decision about this option for the future.</li> </ul>	<p>Decision to go for a year without opening music and decide</p>
Clay Fest Application Changes	
<ul style="list-style-type: none"> <li>▪ Cecile Haworth has done an amazing job of putting together an application. There were pieces of wording or additions that were recommended by the Steering Committee               <ol style="list-style-type: none"> <li>a. Confusion about the Application form and the Registration form. These names have been clarified.</li> <li>b. June 3 is booth selection at Clay Space Pottery Studio 222 Polk Street, Eugene, Oregon</li> <li>c. Booth Notification was changed to June 14</li> <li>d. There were changes to committee work form for times to accommodate necessary coverages</li> <li>e. Visa and Sales training is Mandatory and will be stated so</li> <li>f. Local Clay membership form: each year quite a few people already members fill out, include a check, and send the form for membership. Last year there were about 24 out of about 100 applications. It was suggested that we create a hyperlink to the form on the website, OR place the form at the very last of the application as a separate form</li> </ol> </li> </ul>	<p>Decision: Changes would be made to the Application, and deadline to be sent out is March 14</p>

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<ul style="list-style-type: none"> <li>g. Add a line that states “if you are not sure of your Local Clay status” and where to go on the website to check</li> <li>h. Pipe and Drape – be very clear to not send in the \$32 at the time, as it is deducted from sales. State “DO NOT SEND”</li> <li>i. Mentoring Program – to be added to this section on the Registration form on the First Page, make clear its for new participants who would like Coaching</li> <li>j. Add paypal/credit card info to the first page</li> <li>k. Change the Fire Marshall verbage “the SHOW will not open until all booths are compliant</li> <li>l. Word/structure changes were made</li> </ul>	
<b>Publicity – Cheryl Weese</b>	
<ul style="list-style-type: none"> <li>▪ Cheryl and Peter have divided the jobs between themselves. Peter will cover duties for Cheryl when she is gone. They have ideas but don’t like those that cost \$\$\$. Cheryl retains the Chair, and Peter is the trainee</li> </ul>	
<b>Graphics – Bookmarks Ready</b>	
<ul style="list-style-type: none"> <li>▪ Frank has the bookmarks done. He will get them out to Georgies and bring them to meetings</li> </ul>	Thank you Frank
<b>Reports from other Committees</b>	
<ul style="list-style-type: none"> <li>▪ Registrar – Don Clarke – all good</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Webmaster – Merry Newcomer – all good</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Signage – Sue Siwinski - good</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Chair – Karen Washburn – wants everyone to be sure you are in contact with your trainees and training them</li> </ul>	
<b>Adjourn</b>	

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<ul style="list-style-type: none"><li>▪ Motion to Adjourn by Frank Gosar</li><li>▪ Seconded by Michael Fromme</li><li>▪ The meeting was adjourned at 7:59 p.m.</li></ul>	Meeting Adjourned
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