

CLAY FEST STEERING COMMITTEE MINUTES

Tuesday, June 5, 2018

Next meeting: Tuesday, September 4, 2018, McNail Riley House, 601 W.13th Ave. Eugene (13th & Jefferson)

Attendees: Dick Graveline, Karen Washburn, Michael Fromme, Ginny Gibson Dave Parry, Hal Mathew, Frank Gosar, Beth Johnson, Annie Heron, Peter Alsen, Debbie Christensen, Tracie Manso, Ziggy Blum, Sandy Brown, Robin Russell, Merry Newcomer, Laura Jackson, Claire Delffs, Ted Ernst, Sandy Segna

Recorder: Cecile Haworth

Meeting Began at 6:32 p.m. (McNail Riley House)	
Minutes	Next Steps/Decisions
<p>The Minutes from March 6, 2018 were approved (Moved, Frank Gosar; second, Michael Fromme).</p>	<p>Minutes approved</p>
Sponsorship question	
<p>Sponsorship Chair Gail not up to job, health issues. Nancy Adams will be taking over.</p> <p>Robin mentioned that it is hard to get prizes. If anyone knows neighbors and friends with restaurants, services, etc., even 20-dollar gift certificates would be appreciated. Any suggestions send to Karen. (Sponsorship letter spells out details of what need to give for particular levels of recognition.)</p>	
Chair Reports	
<p>REGISTRAR</p> <ul style="list-style-type: none"> • 77 applications received • Quite a few new people – Social media chair posted and chatted up • Good word of mouth from other potters who have participated <p>PUBLICITY</p> <ul style="list-style-type: none"> • Most of community calendar done • News release- working on now, will go out later • Considering signage on buses - \$80 per bus for a couple of weeks, going to squeeze some out of budget, see how goes <p>GRAPHICS</p> <ul style="list-style-type: none"> • Bookmarks here; take some tonight • Working on postcard and will finish July/August • Email images to graphics@clayfest.org—July first deadline (or give images tonight) <p>BUILDING</p> <ul style="list-style-type: none"> • August will be working with Fire Marshal to approve floor plan • Almost have contract from Fairgrounds 	

<p>SIGNAGE</p> <ul style="list-style-type: none"> • All okay <p>TREASURER</p> <ul style="list-style-type: none"> • Nothing going on <p>WEBMASTER</p> <ul style="list-style-type: none"> • Merry taking care of current changes • Suggestions for new website- Good Calendar, Clay Fest policies on drop down menu <p>MOVE IN PACK</p> <ul style="list-style-type: none"> • Discussed best time to give People’s choice award • Everyone needs to check phone number 	<p>Cut off vote for People’s Choice award at 11 AM Saturday; award given at noon Sat</p>
Booth Pick	
<ul style="list-style-type: none"> • Discussion about meeting adjourning at 7:00 and Booth pick scheduled for 7:30 • Following meeting Registrar will send out “You Got In” notification 	<p>Suggestion that next year do Booth Pick at 7:15</p>
2018 Meeting Dates	
<p>September 4 Show: Oct 12-14 November 6</p>	
Adjourn	
<p>7:02 PM (Moved, Beth Johnson; second, Deb Christensen)</p>	<p>Unanimously approved.</p>