

Clay Fest minutes, September 8, 2009

In Attendance: Frank Gosar, Karen Washburn, Barb Haddad, Pat Brooks, Robin Russell, Ken Standhardt, Linda Shaver, Michael Baines, Merry Newcomer, Tracie Manso, Katie Swenson, Linda J. Williams, Avi Harriman, Michael Fromme, Susie Young, Holly Dubrasich, Faith Rahill, Elaine Pruet, Leslie Friedman

Any Disasters? Do we need to problem-solve right off the bat? None! Yahoo!

Treasurer's Report: Frank is holding onto one check for the Wait List. The 2000 Bookmarks have all been distributed. The postcards have gone to Food for Lane County and The Register Guard. Due to popular demand, next year Frank will print more bookmarks earlier in the year. Also, he found a different company to print the postcards and saved \$250!

He's now working on the ads, which will have a different format this year – a photo of a potter, a pot, and a clever saying. The potters featured on the six ads will be Cheryl Weese, Ted Ernst, Avi Harriman, Michael Fromme and Frank Gosar and possibly Nina and her fish.

Also, this year, the hand-outs will include a picture and memorial of Tom Rohr. Tracie recommended that we use a small space to showcase some of Tom's work. Frank suggested a small shrine of Tom's work within the gallery area.

Frank is also looking for a photographer for the event. He can interview photographers and look at websites. Linda Williams' photographer, John Higby, does very competent work. Avi will contact him.

Visa: Michael ordered the visa machine and will set it up.

Clay Fest Chair: Avi talked to the Fairgrounds. They're putting out information on the calendar with a phone number – 968-2047. It's probably Paula's. Do we need to list a phone number at all? The clayfest.org website should be sufficient for information. The calendar will list the date and times: Friday October 9, 5-8 pm; Saturday October 10, 10 am-6pm, Sunday October 11, 10am-4pm

The insurance contract has been completed. The Fairground is covered and ClayFest is covered. The contract for the opening night band, Sun Bossa, has been signed.

Building Prep: Nothing needs to be done yet.

Clay in Ed: Katie has neon labels that might be for the Clay in Ed raffle. Avi will give them to Maryanne.

Demo: Rhoda left word that things are going fine.

Pipe and Drape: Will Pipe and Drape put lighting around the common area? The Gallery has 3 lighting bars. The Demo area has at least one light bar in front and drapes along the back. Sales has a light bar along the front and sides. Kids Clay has a light bar across the front. All three booths have drapes across the back. Clay in Ed display gets drape. These booths all have maroon drapes. The Info Desk will have a sign this year and will need a light bar for the sign ... or it may hang the sign from the ceiling.

Pipe and Drape and Setup teams should coordinate responsibilities. Tracie didn't know to assign team members to P&D this year. As people come in from the Wait List, she'll assign them to Barb's team.

Set-up will be finished by noon Thursday.

Gallery: Shirley and Jerry are pretty well set. Their printer isn't working. At a previous meeting, Frank said that he'd bring a computer and printer for the Gallery to use. If not, Clay Fest will buy a printer.

Info Desk/Security: Linda needs an email list. Karen sent it this morning. She's Good!

Kids' Clay: Everything's Fine. Ken needs a sign saying that kids need to be accompanied by an adult. He'll send an email to Linda with wording and dimensions. Merry will make sure that clay is donated. Ken probably won't need any other supplies.

Mailing List: The postcards are at the Register Guard and will be distributed with the newspaper.

Publicity: Everything's Spiffy. The ads are arranged for the Register Guard and Eugene Weekly. The RG will run the 5 different ads. Last year they ran the same ad, even though they were given 5. The problem has been ironed out. We'll get a 45% discount if we run the ads through the length of the show. The Weekly may run pictures in the calendar.

*Oregon Art Beat* on OPB-TV will run Ken Standhardt's interview on October 15, after the show, instead of before. They will mention Clay Fest on the Art Beat Calendar.

At our Publicity meeting last month Avi encouraged potters to put bios in each booth. Customers want to know why you make pottery. The mailing packet is already out. We can send out the suggestion as a separate email with Ken's artist's statement and possibly Faith's tool montage as samples. If anyone else wants to offer their statements/bios as samples, send them to Avi. He will send the samples to all the CF participants. We want to emphasize that we're local and Clay Fest showcases the talents of regional art. We'll also create a photo montage in the shape of a pot.

Registrar: The mandatory meeting before the show opens will be held on Friday at 2:30. It'll be a short meeting, mostly info out. The purpose is similar to a pep rally to promote camaraderie as well as to give explicit last minute info regarding security. Everyone should check their Workshift for changes. Karen sent out an email regarding late entry. Tracie will put late-comers on Barb's team. Unofficial deadline for late entries is October 1.

The blank spaces in corners cannot be used for booths – they'll be used for storage. Booth 11 backs up to the electrical panels and cannot be used for storage. The small space between booths 10 and 11 can hold storage.

Sales: Faith is a Happy Camper.

Set-Up: Janet Buskirk dropped out and Michael needs new people.

Signage: Linda is Stupendous. Everything is finished. The sandwich boards have new covers. The info sign and banner are finished. Linda won't be attending Clay Fest this year. Chris Borg will be in charge of hanging. There is one question about the demo sign. Will Rhoda do this?

Workshifts: The Drops and Adds are in-process. She'll finalize the Workshifts by the end of September. Everything is under control. She's tried to make everyone happy.

Posting: Katie is Dandy. She's in communications with everyone. If anyone not on the committed will be visiting outlying areas like Cottage Grove or Bend, please take posters from Georgies.

Sales: Robin has set up a second set of notebooks to simplify things for the back room.