

PEI Potters Studio AGM February 6, 2025 Minutes
Haviland Club

Present: Barb MacDonald Jennifer Klaus,Luis Roman,Heather Taweel. Marlene McIntyre, Joyce Ling, Judy Cheverie,Heathyr Francis, Lisa Steele, Joanne Walker, Brenda Jones, Tara Bambauer,Cindy MacLean, Heather Reid, David Lewis, Debbie Lyons-McKee, Chris Robinson, Debra MacDonald, Linda Nicholson, Tracey Campbell, Eileen Conboy, Nancy Richards, Also by Proxy: Heather Horsefall, Cathy Arsenault, Monica Lacey, Sas,Brenda McGill, Kaija Belfrey Monroe, Mellissa Hamel (Proxy voters:Kaija Belfry Monroe,Heather Horsefall,Cathy Arsenault,

1. Welcome
2. Approval of agenda. Moved-Judy, Seconded-Chis. Motion carried
3. Review and approval of minutes. Moved - Luis, Seconded- Chris. Motion carried
4. Business arising from 2024 minutes:
 - a. Land line for the phone will remain. Main concern is for safety reasons. Plans are to add the internet to the upgraded service with the tennis club. Heather T is working on this.
 - b. A Nominating committee was created. Marlene and Joyce volunteered.
 - c. Art in the Open is no longer being funded
5. Financial report:
 - a. Debra M, Debbie L,and Jennifer formed an inventory committee to devise a method of keeping track of the clay in the studio.
 - b. Recommended to show previous years final numbers for comparison.
 - c. Recommended to also include an amount for assets that would include clay on hand, etc.
 - d. Suggestion to look at other clay providers, e.g., Plainsman Clay, if Tuckers clay costs increase with potential upcoming import tariffs.
 - e. Motion to approve Financial Statement as shown. Moved - Heather T, seconded- Debby L. Motion carried.
 - f. Motion to approve the 2025 budget as shown. Moved - Jennifer, seconded Chris,Motion carried.
 - g. Motion- to consent to an exemption under section 38 of the Cooperator's Association Act, which indicates that the members consent to an exemption of the requirement for the audited financial statements as stated in Section 39 of the Act, for the financial year ending on December 31,2025. Moved - Heather T, seconded - Marlene M
6. Studio Organization:
 - a. Chris will share a survey monkey with help from Barb to attract some members for the positions of class coordinator and workshop and events.
 - b. Chris also offered to help on the website committee
 - c. Heathyr will assist with Internal communications,
 - d. Melissa and Tracey will volunteer with the glaze team.

- e. Jennifer K as will be the sole glaze captain (formerly co-captain with Melissa)
 - f. Rather than appoint a Safety Officer right away, Debra, Jennifer, Tracey and Marlene will create a safety policy for the studio.
7. Discussion on how to get members more engaged in volunteering for various duties and/or positions. Debra offered to work with Liz to set up binders to help monitor what each member does. Heathyr will also monitor and document. It was suggested that if members are not helping with anything their membership renewal should be reviewed.
 8. Committee reports have been submitted from the team captains and circulated to all members.
 9. Nominations :A request was sent out to all members to submit their names for new vacant positions prior to the meeting. Only David put his name forward for Director at Large. Heathyr Francis was nominated by acclamation for Studio coordinator until 2027. David Lewis was nominated by acclamation for Director at large until 2027. Motion to accept the nominating committee report and approve these positions: Moved - Joyce. Seconded - Chris. Motion carried.
(Note: President, Vice - pres., Secretary, Treasurer and two Directors at large will be up for election 2026. This will allow for a stagger of new positions)
 10. Website:peipotterstudio.ca. Is being redeveloped and the front page is mostly complete. We changed service providers which caused a bit of a set back. Lisa demonstrated the look and use of the forum which should be up and running within the next month.
 11. Eileen will work on completing the application to nominate this studio for PEI art award 2026.
 12. Engineering student project for reclaim process. Some work has been done and the students have worked hard on the project. More funding is required to complete the project. Motion to approve an additional amount of \$500.00 to complete this project, Moved - Lisa, Seconded - Debra. Motion carried.
 13. Items purchased from the Wish list include: laser level, shelves, brushes, paint(kiln room). Motion to spend up to \$500.00 (from the maintenance fund) to build a new tabletop between the wheels. Laura will build this unit. Moved - Marlene, Seconded - Chris, Motion carried.
 14. Meeting adjourned at 9:00