

**Greenwich House Pottery
Advisory Council Meeting
June 9, 2025**

Agenda & Updates

1. Advisory Council Elections

- Nomination period has closed. All nominees have been emailed from the advisorycouncil@greenwichhouse.org address to confirm willingness to serve and ballot finalized.
- Elections are open - voting goes until July 20. The email went to students from the past year and 120 have voted so far.
- **Consideration:** At least three staff members were nominated. Past discussions raised concerns about staff presence inhibiting open dialogue, a proposed solution is for staff (Dustin Yager and Ryan Rennie) to attend one meeting per term to listen and report out.
- Notes: DB- hope that the body reflects entire community.

2. Kiln Installation & Construction Planning

- Kilns remain on schedule for **August delivery**, though we are monitoring possible delays at the port.
- Walkthrough scheduled this afternoon with contractors, engineers, architects, and facilities and operations staff; follow-up meeting with Blaauw tomorrow.

To prepare for construction:

- June 16-20 finishing up semester/ firing/ cleaning and packing up pottery. Student pick up throughout the week
- June 23-27 Work with facilities staff to move equipment and furniture to Barrow. First-floor hallway must be cleared, including all lockers, shelving, and pottery.
- Lockers cannot remain in the hallway; relocation options within the building are limited.
- New shelving will run the length of the cleared hallway.

3. Planned Repairs & Maintenance (Summer 2025)

The following improvements are scheduled across our studios:

- **New counter installation** - [Insert studio name]
- **Sink trap replacements** - multiple locations
- **Floor repairs** - [Insert studio name]
- **New wedging table** - [Insert studio name]
- **Kiln element replacements** - to ensure firing consistency and efficiency

These projects will be timed to avoid disruption and coordinated alongside hallway clearance and kiln installation.

4. Summer Registration Update

Chelsea Studio Enrollment (as of June 6):

- **Target capacity:** 75%
- **Total seats available:** 351
- **Enrolled:** 211
- **Overall:** 60% filled

Breakdown:

- **8-week classes:** 98/162 (60.4%)
- **6-week classes:** 41/63 (65%)

- **A-section (July):** 49/63 (78%)
- **B-section (August):** 21/63 (36.5%)

Sold-Out Classes:

- Morning: 2/10
- Afternoon: 3/10
- Evening: 7/10
- **Total sold out: 12 of 30**

Tuition:

- **Note:** We've collected over 80% of our conservative budget in the first week—approximately 15% ahead of previous terms.

If B-section (August) classes are excluded, Chelsea Studio is currently at **68% capacity**.

5. Barrow Street, Off-Site & Online Offerings

These programs are designed to supplement core ceramics courses, offering expanded access, skill development, and community engagement. They support professional practices and attract broader participation, including alumni and independent makers.

Barrow Street

- *Photographing Your Work:* 7/12
- *Professional Practices (free):* 9/20
- *AMACO Workshops (donation-based):* 21/50
- *Photoshop:* 1/12
- *Michelle Im Majolica:* 2/12
- *Kiln Ownership:* 2/14
- *Carving Custom Stamps:* 0/15
- *Paper Mâché Masks:* 0/15
- *Alginate Molds:* 2/10
- *Floral Arranging:* 0/15
- *Beads:* 0/15

Off-Site

- *Takaezu Studio Visit:* 2/11
- *Coffee & Clay:* 2/12 (1 person for 4 weeks; 1 for one week)

Online

- *Chemistry of Craft:* 2/15
- *Considerations for a Home Studio:* 0/20

Note: Weekly entry-level "sampler" classes at Chelsea are marketed separately and typically see registration closer to class dates.

6. Marketing & Membership

- We are collaborating with the MarCom team on a targeted campaign to boost enrollment, especially for B-section, workshops, samplers, and under-enrolled offerings.
- Currently exploring a **pilot 8-week Artist Membership** this summer at Barrow Street. Aimed at advanced students, it offers shelf rental and autonomous studio access during open hours. This initiative builds our open studio format and meets demand for flexible, independent access.

7. Discussion Topics

- **Courtyard Use:** Exploring options for **reopening the courtyard**, even in a limited or temporary capacity, to expand community use and offer informal outdoor gathering space.

- **Volunteer Support:** Identifying opportunities to **better engage volunteers** from across the Pottery. Potential roles include:
 - Supporting class prep and cleanup
 - Helping with community events and samplers
 - Gallery / welcome desk docent
 - Studio Monitor

Feedback and ideas on structuring, training, or recruiting volunteer roles are welcome.

8. Q&A / Open Discussion