Ottawa Guild of Potters

General Meeting in person Hintonburg Community Centre

Record of Decision

DATE : November 11, 2025

MINUTES

Executive Member Attendance / Présence des membres					
President	Liz Fournier	☒	Standards	Jocelyn Jenkins	☐
Vice-President	Stephanie Bailey	☒	**Membership**	Carol Holmes-Kerr	☐
Past President	Natalie Gosselin	☐	**Secretary**	Nicole Jones	☒
Communications	Nancy Riggs	☐	**Exhibition**	Joanna Richardson	☐
Communications	Lisa Butler	☒	**Finance**	Christine Chesser	☐
Programming (Workshops and Presentations	Carmen Gervais	☐			

Item #	Agenda Items	Member accountable	Decision/ Discussion	Due Date
1)	**Welcome, Introduction of new members**	Liz	• Meeting called to order at 6:32pm by Liz Fournier, President and meeting chair • 5 executive members present, 19 members present. • Stephanie Bailey reviewed protocols of recording this session and appropriate permissions were given from attendees. The private recording will be made available to guild members only. Privacy will be upheld for those requesting such. • Introduction of executive made. • Introduction and welcoming of 7 new members for month of October . Sarah M. Shiva N. Pam A. Minna G. Tina D-B. Michael H. Suzanne G. Congratulation on joining the OGP. • Also welcomed Nelissa a new member today to OGP and attending meeting.	•
2)	*Approval of todays agenda, last months minutes*		• _Lisa B.__motioned to accept agenda, _Stephanie B._2nd, all in favor, carried. • _Stephanie B. _motioned to approve minutes, _Jackie L._2nd, all in favor, carried.	•
3)	Financial	Christine	• Christine C. sends her regrets. Her report given by Liz F. • Christine is working tighly with all teams to make sure all goes smoothly for all financials for future events, workshops etc. • We are currently on budget with no anomalies. • If anyone has any specific questions related to the finances, they are welcome to contact Christine directly.	•

4)	Exhibition	Joanna	• Joanna R. sends her regrets. Her report given by Liz F. • Celebrating Clay March group exhibition with theme of “Vases” will be soon approaching. Please have your submissions in by late January. Will most likely be a virtual show. Joanna will be making this announcement in future. • Wendy He has a current exhibition online. “Echoes of Blossoms”. Please visit. • Annual Juried Exhibition for May- still seeking a juror • Pot talk announcements will be ongoing, stay tuned. 😊	•
5)	Standards and Education	Jocelyn	• Jocelyn J. sends her regrets. Her report given by Liz F. • Ongoing and active, Jocelyn J. has met and is meeting with everyone new to the sale. Liz has also attended most of these. • a communication will be sent around to all new-to-sale potters reiterating important points from the meetings. Jocelyn will also forward a checklist to the newsletter in December, in time for a quick review before the sale.	•
6)	Communication	Nancy/ Lisa	• Nancy R. sends her regrets. Lisa giving communications report. • For November comms team members will be focusing on promoting the Dec 12-14 Lansdowne sale. Published adds, social media, mailchimp advert & web-site potter highlights to start for the 66 participating potters. • On the website you will notice a new icon “meet the artists”. Please visit. • For the sale, if you would like to collaborate and tag “ottawapotters” Lisa&Nancy can provide instructions on how to do this. Pictures, tags and collaboration will work in everyones favor.	•
7)	Membership	Carol	• Carol H-K sends her regrets. Her report given by Liz F. • 172 active members. 7 new members from October were greeted.	•
8)	Sales	Liz	• Liz F. opened with thanking everyone who applied to be in the sale and for their patience during the site crash. There is nobody currently on the waitlist. Everyone has currently been accomodated. 65 potters, 60 booths with 12 being shared spaces. • Complementing the “meet the artist” page, there will be templates for socials to be posted there for members to easily access. • The floor plan and shift plan are currently being worked on. If you would like to volunteer, please notify Liz, all help is greatly appreciated. This is also a great way to get involved and see what it’s all about. • Liz will be sending out specifics to sale participants i.e. booth number assignment, labelling requirements, parking and unloading instructions, storage of extra product, where to keep your personal belongings (purses etc.). • Entertainment will be provided by Lost Keys, a trio quartet, Friday evening. Bob Petch will be playing Piano Saturday. • Snacks for the kitchen are welcome and appreciated. 😊	•

9)	Programming	Carman	• Carmen G. sends her regrets. Her report given by Liz F. • Water etching activity this evening hosted by Liz F • After the December 9th general meeting and pot luck, Lita Cormier will be a guest artist speaker. She will explain her 6-8month mentorship program. Application date will be announced in January. Approx 6 people to be chosen, this will be for intermediate to advanced potters. • January and February meetings will be virtual and activities that will complement these will be announced at Decembers meeting. Stay tuned.	•
10)	Great Bowls of Fire	Jackie Lyons	• Jackie announced March 14, 2026 will be the GBF event at the Glebe Community Centre to benefit the Ottawa Food Bank. OGP and local restaurants will host this event. • How can you get involved as a guild member ? First: We will be featuring 25 potters who will produce min 25 bowls each. Second: Supplement bowl sales, if you want to support the event with less then the 25 bowls, these will be available to public to purchase. Is a big hit ! Third: Show up that day to volunteer, much support is needed to make this great event run smoothly. • Tickets will go up for sale 1 month before the event. • Jackie will send this information out in the newletter. • *Lisa, Nancy & Jackie to have a meeting about perhaps in future event can be done through our own website now, and not eventbrite.	•
11)	**New Business :**	Stephanie	• Questions and discussions were had if everyone likes to have our activities and meeting recorded and value of this for the future. Concensus was they were watched and appreciated. Stephanie reviewed how to access theses.	•
12)	*Newsletter*	Bernadette	• If you would like anything in the newletter, all submissions to be into Bernadette first Friday of every month.	•
13)	*Adjourn :*		• _at 7:25pm Lisa B._motioned to adjourn meeting, Martine C._2nd, all in favor. Carried.	•
14)	**Program**		• Liz F. introduced us to our activity this evening. Water Etching on bone dry pots. Much learning and doing occurred 😊	•