

Minutes of the Monthly WSP Committee Meeting

16 February 2021 held at the WSP and Zoom

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| Present | Margaret, Yasmin, Sarah Lee, Sarah W, Stuart, Sanet, Wendy, Caryl, Jenni, Alex | |
| Apologies | Meidinna | |
| Financials | Sarah Lee distributed all financial reports and a list of payments, including payments to be made to demonstrators at the Clay Festival to all committee members. Alex moved that the financial report be accepted and all payments authorised. Seconded by Caryl | |
| Managers' Report | Was distributed to everyone before the meeting and accepted as read. | |
| | It was suggested that we purchase another wheel even though we are in the process of applying for funding for wheels. Motion was accepted by all | Sarah |
| | Alex suggested that we sell one table top wheel (we have 2) and use the funding to buy a normal wheel. | |
| | It was agreed to rent out the table top wheel and the little pug mill to members. | Sarah |
| | All motions were accepted, moved by Sanet and seconded by Wendy | |
| | Meidinna suggested moving our website to Rocket Spot from Weby. She will sponsor redesign of the logo. Moved by Alex and seconded by Wendy | Sarah Meidinna |
| Annual Sponsorship of WaiClay | Last year we sponsored \$750. Everyone agreed that this was too much for the current financial situation. WSP will propose to sponsor \$150 and ask if this fee could include one free year of membership. | Sarah |
| Diploma report | Distributed before the meeting by Alex. Wendy asked for a budget forecast based on the Diploma. Sarah Lee will give Alex last years numbers to use as a guideline | Sarah Lee Alex |
| Shelves | John Taris will build the shelves for free as long as WSP agree to order the suggested timber. Shelving is to go on the back of 4 display cabinets. Material cost would come to less than \$500. Agreed by everyone | Jenni and John Taris |
| Committee Members | Wendy suggested to invite some of the younger volunteers onto the committee. Alex also suggested a few members that wanted to be part of the committee. Names will be put forward for acceptance at the next AGM. | |
| AGM | A date for the AGM was set for 18 May at 7 pm. Time was advised so that all the PWC participants are already in the door so walk-through disruption will be minimal. | Sarah |
| Open Day | Yasmin suggested that we move this to the summer. However, that will not happen this summer, but from 2022. Date is to be changed in the calendar. | Sarah |

Work in Progress

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| 1 | Purchase Cowley wheel | Sarah W |
| 2 | Advertise Table top wheel and pug mill to members | Sarah W |
| 3 | Move website to Rocket Spot | Meidinna/ Sarah W |
| 4 | Correspond with WaiClay regarding sponsorship | Sarah W |
| 5 | Shelves at the back of display cabinets | Jenni/John |
| 6 | Advertise AGM in Newsletter and ask for prospective committee members | Sarah W |
| 7 | Diploma financials to Alex | Sarah Lee |
| 8 | Open day date change in calendar | Sarah W |