

Comox Valley Potters Club Membership Application

2022-2023

Annual Fee is \$50.00 Cheque ____ Cash ____ Square ____

Payment on Cheques should be made out to: Comox Valley Potters Club

Name: _____ Please Print

Has your Contact Information Changed? Please update us if so:

Address:

City:

_____ **Province:** _____

Postal Code: _____

Phone Number: _____ **Cell:** _____

Email: _____

Is it OK to share your contact information internally with our Membership Contact List
Only

Yes ____ No ____ please tick your choice

Attached is our Kiln Use Agreement with North Island College, please review. By signing the below I understand and agree to the kiln use agreement and understand as a club member I am responsible for a job, or have record of past service to the club. In the event that I cause damage to any North Island College equipment or tools I understand I am financially liable with the club to replace or repair said equipment. If it happens a second time I am solely financially responsible to replace, or repaired the equipment and my membership privileges will be reviewed.

Signature: _____

Date: _____

Comox Valley Potters Club

Code of conduct:

The code of conduct is set out to inform and guide the behavior and actions the members so that the mission statement and the goals of the club are met.

Guiding Principles:

1. Participation in the Comox Valley Potters Club general meetings and programs is to be open and inclusive to all members.
2. Every member has the shared responsibility for maintaining a safe and positive environment. This allows for maximum enjoyment and learning opportunities, for all members of the club.
3. Inappropriate behavior will not be tolerated. Inappropriate behaviors include but are not limited to the following:
 1. Threatening, bullying, intimidating or aggressive behavior, spoken, written or acted out.
 2. Ongoing comment or conduct that interferes with the enjoyment of members participating in the activities of the Club.
 3. Speaking for or about the Club in public domain in a way that does not represent the goals and values of the Club. Only designated persons speak for the Club.
 4. Inappropriate sexual comments or behavior.

Members who witness or receive a breach of conduct or to whom a breach is reported should:

- Assess the concern.
- Address the concern directly (if comfortable) with a verbal request to cease and refrain from the prohibited activity.
- Advise a member of the Executive of the Club

Any member breaching this code and having a complaint levelled against them, will have the opportunity to speak in a confidential meeting with a committee comprised of no less than three executive members of the club. The committee may issue a verbal or written warning if the complaint is upheld.

The Executive Committee will consider all reported breaches and if an offence warrants, or if there are repeated offences, the Executive may revoke a membership.

Comox Valley Potter's Club

Studio & Kiln Access @ NIC

Studio Use

The ceramics studio is available every Tuesday 8:30am to 4:30pm from January 10 until the end of the semester 2023. Club members may not access the ceramics studio or kilns on any other days with the following exception; the CV Potters Club Executive may request permission from the Fine Arts department to hold special events (workshops, artist talks) or specific kiln firings.

All greenware in progress must be stored on the CV Potters Club shelving in the clay storage room. All work stored on studio shelves with the exception of clearly labelled work ready for bisque or glaze firings will be removed.

All Fine Arts department ceramic materials and clays are not available to club members. Members wishing to make glazes in the studio must supply all of their own materials. Standard cone 10 glazes located in the studio may be used for club firings.

Individuals may bring their own food or beverages into the ceramics studio during access times. However, NO food or beverages shall be shared in the Ceramics Studio. As well, the Glaze Lab and general studios areas are not to be used for any beverage or food preparation. These rules will be in place until further notice.

Kilns

Kiln availability is subject to NIC student needs. Kilns will be reserved by a club representative only. The Studio Technician manages and schedules all kiln firings. Weekly schedules will not be posted. Kilns reserved by the club may be bumped at short notice. This is at the discretion of NIC Ceramics faculty and the Studio Technician. All efforts will be made to contact the club if this occurs. Kilns that are not fully loaded or started on a club day will be cancelled and unloaded to allow for use by students

- The Car and Soda kilns may each be fired once per semester.
- The Gas Test and Soda test kilns may be fired four times per semester.
- The Raku kiln may be fired four times per semester.
- One electric kiln may be fired weekly.

Club members must have experience in the loading and firing of NIC kilns. Minimum experience is two semesters of 2nd year Ceramics courses. Individuals with insufficient experience loading and firing kilns must partner with experienced members.

Kilns are to be fired on Wednesday. Loading must occur the previous Wednesday unless alternate arrangements are made with the Studio Technician. Electric and gas test kilns are to be unloaded the day following the firing (members will be able to access the kiln area solely for this purpose). Car and Soda kilns are to be unloaded the following Wednesday unless alternate arrangements are made with the Studio Technician.

The CV Potter's Club is responsible for the full replacement cost resulting from any damage to kilns, shelves, kiln furniture and any other kiln parts when club members use NIC kilns.

If a club member wishes to do a firing outside of the club use agreement, all NIC kilns are available for rental subject to availability. Costs listed below are for only those members who have extensive experience firing NIC kilns. Members who do not have experience are required to pay technical supervision costs in addition to the kiln rental. Hours required would vary

depending on the kiln and type of firing. All kiln rentals require a \$250 damage deposit.

Kiln Rentals

Kiln	Size	Cost *
Electric Kiln	(7-10 cu. ft.) Bisque	\$60.00 per firing
Electric Kiln	(7-10 cu. ft.) Glaze to cone 6	\$80.00 per firing
Raku Kiln 4 hours	20" round x 26" high	\$200.00 (\$50.00 per each extra hour)
Test Gas/test Soda Kilns	6/4 cu. ft.	\$100.00 per firing
Car Gas Kiln	40 cu. ft.	\$500.00 per firing
Soda Kiln	20 cu. ft.	\$500.00 per firing

* Technical Supervision Costs \$35.00 per hour

* Damage Deposit \$250.00