



Hello Clay Guild Members,

It's time to renew your clay guild membership. I have enclosed a current release form for the year 2008. Rates are remaining the same this year. Please sign the release and mail it, or drop it off at the CCC along with your fee of \$84.00 for the year, to the Chaska Park and Recreation Department attention Aimee Peterson. Remember these fees help pay for the maintenance of the kiln (our new electric kiln is working out great), the room rental, and other misc. expenses. All members must provide their own tools as well as their clay and glazes. The pottery tools we have are property of the City of Chaska and are not for use for the clay guild only for our pottery classes.

I would like to quickly review the Chaska Clay Guild Guideline:

1. Only Kathleen Theship-Rosales and Kathy Perschmann use the kiln. Please do not touch it.
2. Handle glazes safely—try to avoid inhaling and wash hands frequently when using. Clay Guild glazes are in the cupboard over the sink. Clay Guild slips are in the drawer one over from the sink. Do not use any other glazes, slips, etc. They are for classes.
3. Handle clay dust safely—clean dried clay on shelves, etc. with a wet rag or sponge—avoid inhaling dry clay dust.
4. Do not eat or drink where you are working.
5. CCC provides rags—if you get them dirty you can take them home and wash them, but please return them promptly.
6. Person in charge of the room—when it is your day to be "in charge" —you are responsible for: orientation of any new members, answering their questions, etc., seeing that the counter, sink, tables, wheels are cleaned, and that materials are cleaned and returned to the proper places. CCC staff clean the floor.
7. We do not use other CCC equipment—only clay guild equipment.
8. Studio will be thoroughly cleaned twice a year. Kathy and Kathleen will organize cleaning. Any unlabeled, unsigned pieces will be thrown out. Be sure to sign and date your pieces.
9. We are to bring our own clay tools and clay. If you are unsure where to get them, you can contact Minnesota Clay USA, 1-800-Clay USA or Continental Clay Company.

Thank you all for participating in the Chaska Clay Guild.

Sincerely,

Aimee Peterson  
Recreation Coordinator  
City of Chaska  
952-448-3176 ext. 7742