

## **CCM BOARD MINUTES**

**October 13, 2025**

In attendance  
Kait Kelsey  
Brett Beasley  
Lauren Cantor  
Dan Hebert  
Taylor Stone  
Kim Marcadis

Absent: Maria Frey, Kathy Graydon

The meeting convened at 11AM.

Lauren gave a quick summary of survey findings to date. Issues that must be addressed are event management, parking management, volunteer roles/tasks.

Dan offered to investigate a Scout Troup who could help on the Saturday of the shows.

Kait reviewed the document she prepared which is attached to these minutes

As background she set the stage for in the future how to tackle maximum capacity issues at our current venues and how to select participants given these capacity issues.

### **BOOTH FEES**

To fund additional paid resources that will be necessary, raising the booth fee was discussed. A specific amount was not decided on but it was decided that the maximum booth fee would be \$200 (both Camp and Levine). Once we decide what costs need to be covered the new booth fee will be announced with rationale as to why it was raised and what additional services will now be covered. It will be in line with other large regional shows.

Kait moved and Kim seconded. It was passed.

### **BOOTH LAYOUT CAP**

#### **Camp**

Taylor shared that Camp had added a new parking lot.

- No double booths
- 80 - 10' x 10' booths
- 20 – tables

Kait moved and Kim seconded. It was passed

## Levine

General conversation about parking attendants needed. Need better parking map for potters and signs directing customers to parking areas.

- Cap at 86 10' x 10' booths.
  - Need to assign unassigned spaces in case cars park in designated spaces
- Kait moved and Kim seconded. It was passed.

## SELECTION PROCESS

In all likelihood, we will not meet capacity in Spring 2026 at Camp but may reach it at Levine Fall 2026.

Kait presented the two options that had been selected in the Member survey as well as a hybrid First Come/Jury [option](#).

1. Jury
2. First Come
3. A new version called Hybrid

As a theoretical example of Hybrid...if we used a cap number of 86:

- VIP – 36 automatically accepted
- First Come – cap at 25
- Remaining 25 would be juried [in](#) and any registration beyond the 25 would be waitlisted.

There was discussion as to whether these three options should be voted on by the Board or Members.

Kait moved and Kim seconded that First Come and Hybrid options would be presented to membership and voted on. It was passed.

Lauren suggested that only members who have participated in past shows should be voting, not general membership. Kim said we could access names through Mach Forms. It was not decided on who would receive the survey.

Kait will write descriptions of each option for Board review.

## **VOLUNTEER SYSTEM**

It was discussed how cumbersome our current volunteer system is if we require every participant do a volunteer job.

Kait suggested that other volunteer jobs needed throughout the year could count against the volunteer requirement like helping at member meetings.

Lauren suggested that a VIP position be created to manage this admin task.

Kait reiterated that we need a day-of coordinator at the festivals. Need to create a job description which friends and family of Guild members might be qualified for this paid position. There will be an interview process for this position.

We discussed hiring a moving company to bring supplies stored at Carolina Clay Connections to the festival venue and hiring parking attendants.

## **MISCELLANEOUS**

Brett announced that Ella Stafford will be taking on VP position

Kim needs member registration form to go out in November's Newsletter

Ballot for Board members also goes out in November's Newsletter

Dan reiterated a there will be a \$10 penalty to renewing members who do not pay for their 2026 registration by December 31, 2025.

Zoom Host logistics needs to be reviewed.

Dan needs budget submission first weekend in November.

The Meeting was adjourned at 12:25PM