

POTTERY STUDIO

GUIDELINES & EXPECTATIONS

BROOKLYN CENTER COMMUNITY CENTER

[763] 569-3400

Welcome to the pottery studio at the Brooklyn Center Community Center. This studio is a positive resource for artists in the northwest metro, available to residents and non-residents alike. These guidelines support the studio values of respect for others and for the Community Center, other programs, and staff members. Participation in the studio comes with the expectation that each artist will respect and comply with these guidelines. Any changes to these guidelines will be communicated in writing by the Program Supervisor. We ask that you read these guidelines and follow them. If you have any questions about these guidelines, please feel free to discuss them with the Instructor, Darrel Trulson, or Program Supervisor, Kelly Mertes.



Thank you for your cooperation and enjoy the studio!

REGISTRATION

Register for each pottery session at the BC Community Center front desk in person, by calling 763-569-3400 or online at www.cityofbrooklyncenter.org. Pottery participants are issued a membership card for open studio time, which must be scanned at the front desk each time you use the open studio or attend class. If you register in person, you will receive your membership card at that time. If you register online or by phone, allow extra time on the 1st day you come in to get your card at the front desk. Cards are valid for only the current session. This card can be renewed when you register for future classes. Please check the schedule for open studio hours.

This is an adult program for individuals ages 18 and older.

STUDIO WORK AREA & FLOW

In order to improve the use of physical space for everyone in the studio, to maintain a clean, safe space and improve the flow of work through the process of making, firing, and removing finished work, the following policies are in place:

- Each artist will have his/her own storage space for their work, personal tools and clay. Store all of your materials in your space. Personal tools, glazes and other supplies are to be stored in a green plastic storage bin provided. Label all personal items, clay and work. Clay, unfinished work and finished work is to be placed on your assigned shelf. Any personal items that do not fit on your shelf or storage bin may not be left at the pottery studio. **Make a clear identifying mark or sign all of your work for identification after firing!**

- Wet greenware may be stored on the open cube shelves above the counter – label your pieces. If the cube shelves are full, wet ware will need to be stored on your assigned shelf.
- Two shelves for firing: one for dry greenware ready to bisque and one for glazeware. No wet greenware on the bisque shelf. Store your wet greenware in your assigned space until it's ready to bisque. Each artist is responsible for making sure their ware is dry and properly glazed. Store dry greenware and glazeware on the shelves next to the kiln only, not on the floor or other shelves. When the shelves are full, store any additional work on your assigned shelf or take it home.
- Bisque and glaze fired pieces will be returned to the artist's assigned shelf space. Be sure to sign/mark your work. Please manage your space to allow room for your work to come on and off your space as it is processed.
- Tools are available for everyone to use, please be respectful of these community tools, make sure they are cleaned after each use and placed back in the correct storage space. BCCC tools must stay in the studio.
- Recycled clay is available for all current participants to use, please be respectful in the amount of recycled clay you are using.
- Clean-up is everyone's responsibility. Use the golden rule. Leave the studio cleaner than when you arrived. Everyone will appreciate your efforts to make a clean, orderly work space for each other.
 - Table & Chairs: Use tables and chairs nearest the studio. For cleaning up, wipe with a wet rag. Push chairs under table when finished.
 - Counter Tops and Cabinet Fronts: Wipe with a damp rag.
 - Sinks: Use only the sink inside the studio. This sink has been built with a special trap in the pipe. Rinse the sink out before leaving.
 - Wheels: Remove splash pans and empty into your bucket. Wash out and replace on wheel. Use the above procedure for the rest of cleaning.
 - Pails: Empty pails in larger buckets. Be sure you have removed your tools - (sponges, pen tools, and chamois.)
 - Floor: If excessive clay or water is dropped or splattered on the floor please wipe up with a sponge, rag or mop.
 - Do not add water to the recycled clay buckets.

Only the designated studio space is accessible to artists. This includes the studio room, the glazing hallway, and designated shelving outside the studio room. Tables and chairs in the arts & crafts room may be used September – May. If you see that tables are set for a program or if there is a note on the tables that they are set for a program, please do not use them. In the summer or when the room is set for a program, the arts & craft room, its tables, chairs, storage, and supplies are not part of the pottery program. Hand-building and clay work should be done inside the studio on the fold down table or in the glazing hallway.

GLAZES, CLAY & KILN

Glazes will be mixed and tested before they're made available to the community members. There will be a standard 10 glazes set by the instructor. Glazes may come from Continental Clay or Minnesota Clay.

- One or two other colors can be rotated in and out for variety, according to the community's preference.
- Artists are welcome to use and store their own glazes in their storage space.
- Artists will have their choice of one 25 pound bag of clay with studio registration. The studio will provide three choices of clay.
- To efficiently share the limited studio resources with all skill levels and maintain the values of providing a hobby and learning resource, each artist is provided one 25-pound bag of clay for each registration session. The studio production capacity is intended to accommodate 25 pounds of work for each participant, each session. Every effort will be made to help participants produce finished work, with the understanding that the 25-pound clay is an estimate of capacity, not a hard and fast commitment. Variables such as skill level, experimentation, errors, physical size of work, kiln repairs, shelf space, and other factors will affect the total studio production; either more or less.
- Artists are welcome to purchase additional bags of clay or use recycled clay, but firing frequency and shelf storage will align with studio capacity, above. If additional work is shelved and produced beyond the original 25-pounds, that is fine, but like all production variables and studio resources, it's not guaranteed.
- **Only pieces using clay obtained from and made at the Brooklyn Center Community Center may be fired.**
- The kiln will be loaded and unloaded by the instructor.

Every effort will be made to support your work that has predictable outcomes at every step of the process. There will be times when your work or studio process does not produce the desired expectation. Because ceramics is both an artistic and technical form of art, and because it always contains some element of the unpredictable, and because this is a community-based studio with many hands supporting the program, we will work together to develop the skills and techniques to produce desired outcomes. Your patience, helpful attitude and constructive feedback are welcome. Your input helps make the studio pleasant and productive for everyone.

PRODUCTION

Gifts, holiday season, charitable donations, wedding gifts, etc., are all part of the work of a community hobby studio and every effort will be made to accommodate special requests like these occasional personal events. Please let the Instructor or Program Supervisor know what your project is, its timeframe, and she'll let the Instructor know for planning and firing.

This studio space does not support work made for re-sale including: year-round production, art show, or business. Public facilities may not be used for personal gain.

Artists whose skill, production, or business goals have grown beyond the capacity of the community studio have many options to fire work that is made at home or other locations outside of the BC Pottery Studio. Here are just a few of the many firing resources around town:

- Minnesota Clay Co.
- Continental Clay
- Fired Up Studios
- Fire on the Greenway (occasional pieces only)

Other resources to explore:

- Northern Clay Center
- Northrup King Building
- Fired Up Studios
- Minnetonka Arts Center
- Casket Arts Building
- NEMAA Northeast Mpls. Arts Association
- Mpls. and suburban community education
- Traffic Zone Arts building
- Ivy Arts Building

USE

This is a recreational hobby studio to enrich our participant's leisure time. Please keep a positive attitude when in the studio for yourself & other users!

The studio is only open to registered participants in the current session. Friends, family or children are not permitted in the Pottery Studio or Arts and Crafts room at any time. Check the session schedule for times that the studio is open for use.

Each time you come in to use the studio or attend class, stop at the front desk to have your pottery membership card scanned. The staff will unlock the studio for you. If you need assistance while in the studio, there is a phone on the wall in the Arts & Craft room. The front desk extension is 3400.

Students not returning in the next session must pick up their personal tools, supplies, unused clay; work finished and unfinished by the 1st week of the following session. Any tools, clay, finished and unfinished work not picked up the 1st week of the following session will become property of the BC Pottery Studio or disposed of. If special arrangements need to be made, please contact the Program Supervisor.

As a member of the Brooklyn Center Pottery Program everyone is responsible for adhering to the guidelines above.

Noncompliance with these guidelines will have consequences and be reviewed on a case-by-case basis, at the discretion of the Instructor and Program Supervisor.

Contact Information:

Darrel Trulson, Pottery Instructor 651-800-5047 trendle1@yahoo.com

Kelly Mertes, Program Supervisor 763.569.3405 kmertes@ci.brooklyn-center.mn.us



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