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K1C 7H8

## Newsletter

September 2013

### *Presidents Remarks*

had a happy and healthy summer. There were many wonderful markets that our members participated in this summer.

Francois and I stayed close to home this summer and did a bit of pottery and played some golf. We will have to get back to the studio and create..

I would like to welcome the new members of the executive committee; Jamie Thoden is our new Secretary, Myrosia Huneniuk is taking over Publicity, Christopher Koster has taken over the Newsletter and is our new Web Master and the designer of our new WebSite. Details to follow. Many thanks to Sue Ann Soulier our out going Secretary and Terry Ann Ryerson for her great work in Publicity and Programs and Facebook, Laura Stephen our St FX market coordinator and Stephen Stephen who took care of our Newsletter.

Our Fall markets are filling up. The market applications can be found on our web site. Fill them out, print and mail or bring to our first meeting Thursday September 19th at 7:30pm.

The St Francis Xavier Fall market is again a one day show this year. I would like to extend a big thank you to David Murray, our Lester B Pearson Market coordinator and to Melissa Saunders our new St Francis Xavier Market coordinator, and Valerie Sauve is the creator and Market coordinator of our newest Fall market Red at St Paul's University at the end of October.

This is the Ottawa Artisan Guild's 40th Anniversary! I am excited about this upcoming year. We have a new Web Site that will be revealed. We have a Downtown venue for our new market, RED. We have arrived at these new things because of our long and dedicated past. A dedication to high standards of craftsmanship, presentation and giving back to the community that supports us. All of this has been achieved by members, just like you, that have volunteered their valuable time to ensure that the Guild has flourished over the past 40 years. I would like us to take the Anniversary year to pay tribute and recognize the valuable contributions of those who have built the guild over the years.

Thank you to all that displayed items at the Shenkman Art Centre this summer.

See you on Thursday September 19, doors open at 7 pm.

Liz

PS My microphone. Enough said.

### *General Meetings*

General Meetings are held ever 3rd Thursday of:  
Sept, Oct, Nov, Jan, Feb, Mar, Apr, and May.

Time: 7:30

Location: Cyrville Community Centre  
(4355 Halmont Dr)

## Website

If you would like to have your artist bio on the OAG website, please send you bios to:

**oagwebmaster1@gmail.com.**

Bios should be no more than three paragraphs in length, and can include up to three photographs. It is recommended that one good quality photograph of you (head shot) be included, though this is not mandatory. Please ensure all photos are clear and high quality.

Any other requested changes for the website should be directed to **oagwebmaster1@gmail.com**. Updates are done on Saturdays; if you wish to verify the changes you have requested have been made, please check on Sunday.

### ACCESSING MEMBERS ONLY SECTION

- Click on “Members Login” at the top of any public section page.
- Enter your Username: This the first four letters of your last name and the first letter of your first name i.e.: Paul Hughes would be hughp
- Enter your Password: This is the last four digits of your telephone number.
- Click on “Submit Query”
- To read the newsletter click on “Newsletter” and then click on the issue you want to read.
- To return to the public section click on “Member Log Out”.

### Website Trouble-Shooting

(i.e. “What to do if you have a problem”)

- If your last name is only 3 letters long, i.e. Henry Lee, your login would be leeh.
- If you try to log into the website and you get an error page, you are not logging in incorrectly, and the website is not broken, the Domain Server is Down. This means that the company that hosts (looks after) our website is having troubles. This is comparable to Bell Canada having problems, and your phone does not work.
- **NOTE** – you now have to use the leading 0’s. so ignore previous instructions that say to drop the 0 if your phone number is 613-333-0234 your password would be 0234.

Thank you, Christopher

## Membership

Please keep in mind, if you change your e-mail address please send a note to:

**oagmembership@gmail.com.** You will then continue to receive our monthly newsletter.

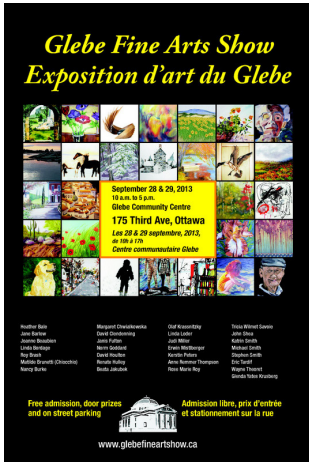
If you have any questions regarding membership, please contact me at:

**oagmembership@gmail.com**

Membership Coordinators

## Other Non oag events

### Glebe Fine Art Show, Sept 28 & 29, 2013



Saturday & Sunday, 10:00 a.m.-5:00 p.m. at the Glebe Community Centre, 175 Third Ave.

Join us for the 8th annual Glebe Fine Arts show in the heart of the Glebe,

presented by 29 established local Ottawa artists and work of Canterbury Visual Arts Students.

Free parking and free admission.

For more information:

<http://www.glebefineartshow.ca>

and visit us on Facebook at:

<http://www.facebook.com/group.php?gid=116632371688088>

## Meeting Reminder

General Meetings are held ever 3rd Thursday of: Sept, Oct, Nov, Jan, Feb, Mar, Apr, and May.

Time: 7:30

Location: Cyrville Community Centre  
(4355 Halmont Dr)

I would like to start our meeting promptly at 7:30. The doors open at 7:00pm. By coming a few moments earlier there will be plenty of time to register, buy the ever important 50/50 tickets, new member jurying, and meet with Membership, Market or Credit Card coordinators.

A gentle reminder to help set up chairs and table for the meeting and to stack and return chairs before leave at the end of the meeting. As the old saying goes: **Many hands make light work.**

Thanks, Liz Fournier

## Jurying Process

All members wishing to market through the guild must have their products juried. The jury records are valid for 5 years. To remain current, products must be re-juried. The jury process involves presenting three examples of your products to the jury committee. All those that have not been juried since 2008, please make arrangements to complete the jury process. A full list of members and their jury status will be available at the market desk at guild meetings or you can contact the OAG Market Coordinator, David Murray ([oagmktcoordlbp@gmail.com](mailto:oagmktcoordlbp@gmail.com)).

The jury committee will be available to jury products at Guild Meetings as follows:

September, October – Jurying available

November - No Jurying on this social night

December - No meeting

January, February, March, April – Jurying available

May – No Jurying on this social night

June, July, August - No meetings

The Jury committee is looking for additional members to assist with the jurying process. If you are interested in assisting with this, OR If you have questions about the jury process, you can contact the OAG Market Coordinator, David Murray ([oagmktcoordlbp@gmail.com](mailto:oagmktcoordlbp@gmail.com)).

## New Website Stuff

Well as the website is coming together, I have been spending time reading all that is available to read.

Found an interesting tid-bit of information... The Point System, you probably already know of the process... But I found one that everyone can get easy points... The website and newsletters is in need of stories 2-5 paragraphs that's it. That easy. One point per Contributor. I will consult with executive about this and get it for both Newsletter and New Website Blog section.

Get your pencils ready and start writing...

Christopher Koster  
OAG WebMaster

## Visa/Mastercard

Effective October 1, 2013 Chase Paymentech has changed the authorization telephone number and our merchant number to provide better solutions and service.

I will have new crib sheets with the information available at the upcoming meetings starting in September. Contact me if you did not make it to the meeting or if you need the information.

- A reminder to members that you are able to use the credit card service at any show you are in, provided you have paid your 2013-14 membership fees and you market in at least one of the Guild shows during the year (Christmas LBP, Red, St FX or Spring LBP 2013).
- Please ensure that your name is imprinted or written on the slips so I know who they belong to
- Ensure that all the information is clearly legible and in the right spot. If I cannot read it I cannot process it.
- Copies of how a slip should be filled out are available from me.

**\*\*\*Don't accept cards 4519 03 – these are gift cards and I can't do anything\*\*\***

Credit cards have 16 digits spaced in 4's and have an expiry date!

With regards to the imprinters: we have found that adding 3 strips of duct tape to the area at the very top (back) of the unit where the credit card is placed helps enormously with the machines imprinting all the necessary information from the card (ie card number and expiry date). The problem is the credit card ends up resting lower than your name plate and the rollers miss information. If you are unsure what I am talking about here please feel free to talk to me at the meeting.

- Imprinters; \$25
- Slips: \$2.50/25, \$5/50, \$10/100

If you have any questions about the credit card service please feel free to approach me at the meetings.

Alex Johnston  
Crisp Designs  
811 DeSalaberry Street  
613.745.6705

## Helpful Names 2013-14

<b>President</b>	<b>Liz Fournier</b>	613.824.5914	oagpresident@gmail.com
<b>Vice President</b>	<b>Frances Meunier</b>	613.315.0139	oag.visepresident@gmail.com
<b>Secretary</b>	<b>Jamie</b>	613.391.9985	oagsecretary1@gmail.com
<b>Treasurer</b>	<b>Catherine tenDen</b>	613.443.3032	oagtreasurer@gmail.com
<b>Market Coord. (LBP)</b>	<b>David Murray</b>	613.729.3250	oagmktcoordlbp@gmail.com
<b>Market Coord. (Red)</b>	<b>Valerie Sauve</b>	613.821.4509	TBD New Position
<b>Market Coord. (St-FX)</b>	<b>Melissa Saunders</b>	613.220.9861	oagmarketstfx@gmail.com
<b>Membership</b>	<b>Shauna Bae Saroufim</b>	613.875.9284	oagmembership@gmail.com
<b>Publicity</b>	<b>Myrosia Humeniuk</b>	613.277.9574	oagpublicity@gmail.com
<b>Programs</b>	<b>Joanne Dupuis</b>	613.742.5832	oagprograms@gmail.com
<b>Credit Card</b>	<b>Alex Johnston</b>	613.745.6705	oagccard@gmail.com
<b>WebMaster</b>	<b>Christioher Koster</b>	800.917.4853	oagwebmaster1@gmail.com
<b>Newsletter</b>	<b>Christioher Koster</b>	800.917.4853	oagnewsletter@gmail.com
<b>Fabric &amp; Stuffing</b>	<b>Sharon Dunlop</b>	613.729.0606	
<b>Refreshmenmts</b>	<b>Janet Kettles</b>	613.745.2767	
<b>Social Media</b>	<b>Kathleen Murphy</b>		

## Where to Buy Your Stuff

### Lighting for Shows

The "Puck Lights" from Costco are around \$15 for 4 lamps. They are becoming available at more and more stores (Canadian Tire, Zellers, etc.) but believe Costco sells them at the best price.

### Bags

Pritchard Packaging -  
www.pritchard.com (613) 723-8989  
110 Bentley Ave, Bldg 3, Door 27, Nepean, ON  
K2E 6T9

### Necklace and Jewelry Findings

McBead Creations  
www.mcbeadcreations.com (613) 224-2143

### Displays

Roy Sims Displays  
www.roysimsdisplay.com (613) 749-7588  
RoySims@roysimsdisplay.com

### Business Cards and Printed Media

www.vistaprint.ca

### Graphic Design

Ivin Deschatelets Communication Visual / Visual  
Communication  
(613) 794-8262 / ivin@magma.ca

### Shipping Supplies Specialists

Uline (boxes, packing, bags, tape etc.)  
www.uline.ca 1-800-295-5510  
Fax: 1-800-295-5571

### Web Design / Maintenance

IceWeb Solutions Inc.  
www.IceWebSolutions.ca 1-800-917-4853  
chris@icewebsolutions.ca

## Market Update

### Red - Downtown Fall Market

**October 26 & 27, 2013**

This is a new Market...

### Lester B. Pearson Fall Market

**November 9 & 10, 2013**

The LBP Fall Market 2013 is scheduled for November 9 & 10, 2013. Applications are available on line and at the general meeting. There are currently 14 spots remaining of which 5 are reserved for new members.

Postcards to promote that market will be available at the general meeting or by contacting David Murray.

The market floor plan and task assignments will be distributed to all participants by e-mail on or before October 17th.

Have a great time preparing for this event and if you have any questions, contact the OAG LBP Market Coordinator, David Murray at [oagmktcoordlbp@gmail.com](mailto:oagmktcoordlbp@gmail.com).

### St. Francis Xavier Fall Market

**Novovember 30, Dec 1, 2013**

The Ottawa South Fall Market 2013 is being organized for November 30 and December 1, 2013. Additional information will be provided when available. If you wish to assist with any market management task, please contact the OAG Market Coordinator, David Murray  
[oagmktcoordlbp@gmail.com](mailto:oagmktcoordlbp@gmail.com)

## Programs

Questions | Comments please email:  
[oagprograms@gmail.com](mailto:oagprograms@gmail.com)

## Recipe of the Month

If you have a recipe you would like to share, please email it to: [oagwebmaster1@gmail.com](mailto:oagwebmaster1@gmail.com)