

**Workshop Supply List****Faculty Name:** Donna Polseno**Dates:** September 13 - 24**Workshop Title:** Decorative Surfaces at Mid-Range**Workshop #:** C1514-21

Dear Workshop Participant,

We look forward to welcoming you to Anderson Ranch Arts Center. This letter includes the list of supplies for your workshop and a general schedule of events that commonly occur during a typical workshop. We encourage students to join their faculty and class for the Sunday welcome dinner starting at 6 pm as well as faculty presentations at 7 pm on Sunday and Tuesday evenings. Students should plan to attend our Monday morning orientation at 8:45 am in Schermer Meeting Hall. Other events may include the Featured Artists Lecture Series and Friday auctionettes.

The health and safety of Ranch visitors and staff are our top priority. During the global COVID-19 pandemic we have adjusted our operations in accordance with local public health orders. Thank you for helping to keep our community safe by following the Five Commitments of Containment listed below and adhering to our Business Safety Plan available for your review on our website. As guidelines change, we will revise this plan and notify you of changes to our operations.

**5 Commitments of Containment:**

1. I will maintain six feet of distance from anyone not in my household.
2. I will wash my hands often.
3. I will cover my face in public.
4. I will stay home when I am sick.
5. I will seek testing immediately and self-report if I experience symptoms.

**Your studio fee goes towards general facilities maintenance, operational costs, and having equipment and materials on hand for your workshop.** The store at Anderson Ranch has a great selection of art supplies however may not carry all supplies on your list. If you purchase your class supplies ahead of time through The ArtWorks Store, we offer a 10% discount. For questions or to place an order, please contact [info@andersonranch.org](mailto:info@andersonranch.org), call 970-923-3181 or visit our online store via the Ranch website.

*Keep in mind that Anderson Ranch is located in a remote mountain town. Some equipment and materials will be difficult to find locally. Please plan accordingly and order your supplies before the workshop start date.* Each workshop has its own requirements and dynamics that may necessitate changes in this overview. We wish you the best experience.

Best,

Andrea Wallace

Director of Programs  
[awallace@andersonranch.org](mailto:awallace@andersonranch.org)  
970-924-5073

**For questions please contact:**

Louise Deroualle  
Studio Coordinator of Ceramics  
[lderoualle@andersonranch.org](mailto:lderoualle@andersonranch.org)  
970-924-5050

**The following is provided with your studio fee:**

The clay allowance is 125 pounds for this two-week workshop. The studio fee includes clay, plaster, glazes, kiln firings, studio use, equipment use, class handouts and much more. The tuition and studio fees cover only a portion of the true costs necessary to run each workshop. Additional clay can be purchased through the Studio Coordinator. **Only the clays chosen for the workshop will be available for use. The clay and glazes used are predetermined by the instructor. Please do not bring additional clay from your studio.**

Additional clay is as follows:

All clays	\$25.00 per 25-lb. bag
Porcelain	\$30.00 per 25-lb. bag

**Please bring the following tools and supplies to your workshop available in The ArtWorks Store:**

- Ceramic Tool Kit / Basic Ceramic Tools

All ceramic participants are responsible for bringing their own personal hand tools. This list of general tools below is considered basic for all ceramic classes. Basic starter tool kits are available in The ArtWorks Store at the Ranch. If you would like to order this tool kit so it is waiting for you when you arrive, please call the store at 970-923-3181. Each Tool Kit contains:

- Potter's Rib
  - Steel Scraper
  - Wood Modeling tool
  - Needle tool
  - Ribbon tool
  - Loop tool
  - Sponge
  - Wire Clay Cutter
- Available from the Artworks Webstore here: <https://anderson-ranch-artworks-store.shoplightspeed.com/pottery-tool-kit.html>
- Fettling knife
    - Available from the Artworks Webstore Here: <https://anderson-ranch-artworks-store.shoplightspeed.com/fettling-knife.html>
  - Variety of ribs
    - Available from the Artworks Webstore Here: <https://anderson-ranch-artworks-store.shoplightspeed.com/art-supplies/ceramic-sculpture-tools/pottery-ribs-scrapers/>
  - X-Acto knife
    - Available from the Artworks Webstore Here: <https://anderson-ranch-artworks-store.shoplightspeed.com/x-acto-knives-blades.html>
  - Variety of brushes of different sizes, shapes and marks (for glazing)
    - Available from the Artworks Webstore Here: <https://anderson-ranch-artworks-store.shoplightspeed.com/bamboo-brush.html>
  - Notebook
    - Available from the Artworks Webstore Here: <https://anderson-ranch-artworks-store.shoplightspeed.com/art-supplies/paper-surfaces/sketchbooks-pads/>
  - Writing utensil
    - Available from the Artworks Webstore here: <https://anderson-ranch-artworks-store.shoplightspeed.com/art-supplies/drawing/markers-pens-2101475/>
  - Paddle (optional)
    - Available from the Artworks Webstore here: <https://anderson-ranch-artworks-store.shoplightspeed.com/paddle-with-sock-small.html>

**Please bring the following tools and supplies to your workshop not available in The ArtWorks Store:**

- 10 images of your work on a flash drive
- Your favorite tools
- And old towel

**Optional tools and materials:**

- Camera
- Respirator
- Flashlight
- Sunscreen
- Hand lotion

**In preparation for your workshop, please plan for packing materials that you want to use to ship your project home, like moving blankets, packing tape, bubble wrap or cardboard boxes.**

**Getting your supplies to the Ranch:** You are welcome to ship your supplies to the Ranch via UPS or FedEx to arrive at the Ranch the week before your workshop clearly labeled as shown below. Unidentified packages may be returned. Please label your packages as follows:

Your Name / Faculty Name – Ceramics  
 c/o Anderson Ranch Arts Center  
 5263 Owl Creek Road #5598  
 Snowmass Village, CO 81615-5598

**Getting your work home:** The ArtWorks Store carries basic shipping supplies for purchase. A professional pack and ship company will be on the Ranch campus Friday from 4:00 – 4:30 pm to pick up artwork that you would like to ship home. You are also welcome to order packing materials from a company like Amazon or ULINE.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>WEEK ONE</b>  Café closed	<b>8:45 am</b> Orientation <b>9:00 am</b> Clay Orientation <b>9:20 am</b> Introductions and class Orientation (faculty) <b>10:00 am</b> Faculty Demos, Students set up wheels, get clay, and class gets started	<b>8:00 am</b> Bisque kilns are loaded and unloaded starting at 8 am <b>9:00 am</b> Faculty Demo <b>10:00 am - lunch</b> Student work time	<b>9:00 am</b> Faculty Demo <b>10:00 am - lunch</b> Student work time	<b>9:00 am</b> Faculty Demo <b>10:00 am - lunch</b> Student work time	<b>9:00 am</b> Faculty Demo <b>10:00 am - lunch</b> Student work time	Continental breakfast served
Café closed	<b>11:45-1:00</b> Lunch	Lunch	Lunch	Lunch	Lunch	Café closed
	<b>1:00 pm</b> -go over two-week calendar -studio tour <b>1:30 – 5:00 pm</b> Possible activities: -Faculty Demo -Slides -Individual work time -One-on-one discussions	<b>1:00- 5:00 pm</b> Possible activities include: -Faculty Demo -Slides -Individual work time -One-on-one discussions	<b>1:00- 5:00 pm</b> possible activities include: -Faculty Demo -Slides -Individual work time -One-on-one discussions	<b>1:00- 5:00 pm</b> possible activities include: -Faculty Demo -Slides -Individual work time -One-on-one discussions	<b>1:00-2:00pm</b> Typically glazes and surface treatments are introduced and explained at this time  <b>5:00-7:00</b> - Studio Cleanup	
<b>6-7:00 pm</b> Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Café closed
<b>7:00pm</b> Faculty Slides (2 faculty, 20 minutes each)		<b>7:00 pm</b> Faculty Slides (2 faculty, 20 minutes each)				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>WEEK TWO</b>  Café Closed	<b>9:00 am</b> Faculty Demo <b>10:00 - lunch</b> Student work time	<b>9:00 am</b> Faculty Demo <b>10:00 - lunch</b> Student work time  -by Tuesday morning of the second week, our first glaze kiln is usually unloaded, and finished work is discussed	<b>9:00 am</b> Faculty Demo <b>10:00 am - lunch</b> Student work time  Most wet clay work is finished at this point.	<b>8:00 am</b> Load LAST Bisque for work to be taken home <i>bisqued only</i> <b>9:00 am - lunch</b> Faculty often plans a field trip to galleries, museum, scenic spots around Aspen <b>or</b> a special project or lecture.	<b>9:00 am</b> Unload all kilns  -Once we are finished unloading, final discussion begins. Discussion continues after lunch if necessary	Continental Breakfast
Café Closed	<b>11:45-1pm</b> Lunch	Lunch	Lunch	Lunch	Lunch Auctionette	Café Closed
	<b>1:00 pm</b> Load glaze kiln <b>1:00- 5:00 pm</b> possible activities include: -Faculty Demo -Slides -Individual work time -One-on-one discussions	<b>1:00 pm</b> Load glaze kiln <b>1:00- 5:00 pm</b> possible activities include: -Faculty Demo -Slides -Individual work time -One-on-one discussions	<b>1:00 pm</b> Load LAST glaze kiln <b>1:00- 5:00 pm</b> possible activities: -Faculty Demo -Slides -often students share their slides or photos of their work at this time	<b>1:00- 5:00 pm</b> possible activities: -Faculty Demo -Slides -Individual work time -One-on-one discussions	<b>1:00-2:00 pm</b> possible activities include: -finishing final discussion <b>2:00-3:30 pm</b> students pack up work and help to clean studio <b>4:00- 4:30 pm</b> Art handlers at Ranch to ship work home <b>5:00pm</b> Workshop finished*	
<b>6-7:00 pm</b> Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Café Closed
<b>7:00pm</b> Faculty Slides (2 faculty, 20 minutes each)		<b>7:00 pm</b> Faculty Slides (2 faculty, 20 minutes each)			*at <b>5:00</b> , staff begins to clean studio in preparation of next workshop	