



**Pottery**  
16 Jones Street  
New York, New York 10014  
tel: 212-242-4106  
[www.greenwichhouse.org/pottery](http://www.greenwichhouse.org/pottery)

June 11, 2018

Dear GHP Community,

Greenwich House Pottery is a nonprofit that was created for artists, by artists. Our legacy is wrapped up in the history of American studio ceramics and our future is expanding to encompass the world of contemporary art. We are proud of what you have helped us accomplish, and with your support we are ready to do more.

After careful thought towards our future, we have launched a campaign to support a building expansion that will increase the size of the Pottery to serve the growth our community has experienced over the past ten years. Though many of you have already heard rumors about a possible expansion, I am writing to let you know that we have started the process of getting the city approvals that we need to move forward.

To keep pace with our current student body and to ensure equal access to the studios for everyone, we will be expanding the kiln room and basement and adding an elevator and rooftop garden. We will add a new structure in our existing courtyard with a 23-foot-high ceiling that will be level with the existing roof above the slip-casting studio. Below the current space we will build a basement for clay mixing, clay storage and out-of-the-way garbage storage. On the ground floor we will expand the existing kiln room and add new kilns, a utility room and an ADA-accessible bathroom. We will add a new garden on the roof, which will be an outdoor space for our students that will no longer be shared with garbage, grinding or stocked clay.

The expanded kiln room will help to increase our capacity for firing—meaning faster turnaround for your work—and it will have a new air ventilation and heat-recuperation system to help control the temperature to keep the kiln room and slip-casting studio from getting overheated. The elevator will accommodate all students and ensure the safety of our seniors and disabled students in moving through the Pottery. The elevator will also be an improvement to the system of material distribution to the studios so the classrooms are always well-stocked with clay.

We will be meeting with the Manhattan Community Board 2, Landmarks Preservation Commission and The Department of Buildings over the next few months. If you are interested in hearing more about the project, I will be happy to tell you about the plans and what we can expect to see over the coming year!

I realize there will be questions about how this will effect classes. Though there will undoubtedly be some noise and inconvenience, we are working to schedule the loudest and most disruptive part of construction while we are between terms. We hope to be able to avoid having too much happening during class time, though this will not be able to be entirely avoided; however, we are staying open and running classes. I cannot guarantee that it won't have moments of frustration, so I ask for your patience during this exciting time.

We are on track to break ground within the year. This begins a new artistic era—one that will support our growing community and ensure that the innovative spirit that has led us through our first century will continue through our second.

Thank you for your friendship, continued support and your thoughtful consideration today.

Sincerely,

A handwritten signature in cursive script that reads "Adam Welch".

Adam Welch, Director  
Greenwich House Pottery