

Coastal Quilters Guild  
Board Meeting, February 17, 1999

The meeting, held at Judy Stanton's, was called to order by Ranell Hansen at 7:06 or 7:10 PM, depending on your watch. Present were Claire Fouquet, Judy Stanton, Joyce Ball, Ellen Richardson, Leslie Hogan, Diane Eardley, Ranell Hansen, Betty Kelley, Sandy Wilmot, Karin Cooper, Carol Meyer, and Harlene Bailey.

Ranell Hansen welcomed Leslie Hogan, who has agreed to serve as Recording Secretary, and thanked Judy Stanton for doing the minutes of the January Board Meeting and General Meeting. One minor correction to the minutes was noted by Betty Kelley, who said that her last name is spelled 'ey.' Judy Stanton moved and Ellen Richardson seconded that the minutes be approved. The motion carried unanimously.

Diane Eardley asked about the deadlines for getting on the agenda for the meeting. As Ranell Hansen doesn't have immediate access to her e-mail account, if communicating in that way agenda items should be turned in a little ahead of the deadline. In general, Ranell would like agenda items no later than the Sunday before the meeting.

### Officer/Committee Reports

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**Nominations Committee:** Ranell Hansen reported for Evelyn Gorrindo.

Carol Boyce has agreed to serve as projectionist for the general meetings; Evelyn is still looking for a member to serve as Special Events Coordinator. Once that's done, the Nominating Committee for next year will need to be formed. Betty Kelley remarked that in the Camarillo guild, the nominating committee is formed as follows:

- One member is appointed by the board
- One member is appointed by the president
- The committee is filled out with two - three members at large. Camarillo has had good success simply asking for volunteers.

It was generally agreed that it is important that all factions of the guild be represented, particularly those members who work full-time and are thus unable to participate in many of the weekday events. As the elections aren't until November, formation of the committee will be put off until the summer.

### **Workshops:** Karin Cooper

There are 10 paid participants for Janice Geary's workshop. Since there seems to be some confusion among new members as to how to sign up for workshops, protocol for that will be discussed at the next General Meeting.

To date, no one has signed up for the April workshop with Lynn McCaffrey. While it should be an exciting workshop, it was suggested that one possible reason for the lack of interest is that the supply list is rather extensive. It will be necessary to actively recruit participants for this workshop.

For the May workshop, Blanche Young has placed no limit on class size--35 would be okay. While it is great that many people will be able to participate, it was noted that too large a group will blow every fuse in the Goleta Community Center.

**Southern California Council of Guilds:** Ranell Hansen reported for Lora Martin.

The next meeting is in April. Dues have been paid.

**Corresponding Secretary:** Sandy Wilmot



Sandy Wilmot first posed this question: with so much correspondence taking place via electronic mail, and with the capacity of personal computers to save logos, is it important to have guild stationery? After a brief discussion, it was agreed that it is. Discussion of the logo, prices, the necessity for printed envelopes versus adhesive return address labels followed. It was decided that Sandy will order 1000 sheets of good-quality white stationery, but no envelopes. As the decision to purchase was formally made last year, there was no need for another vote.

**Community Quilts:** Ranell Hansen reported for Karen Heath and Carol Barringer.

Ranell Hansen visited Transition House, this year's Community Quilts recipient, last week and found it to be a good facility, a "positive, happy place." Transition House representatives are delighted to be receiving quilts, but asked if it's possible, in addition, for the guild to help make Christmas stockings. In discussion, the board agreed that Christmas stockings would be an easily-made addition to the quilts, something that virtually every member could do. Patterns would need to be provided so that the size will be uniform; there was some discussion of what, if anything, might be used to fill them. Ranell will contact Karen Heath and discuss this matter with her.

**Door Prizes:** Ranell Hansen reported for Debbie Sayers and Evelyn Gorrindo

The new method for handling door prizes has met with mixed reception and mixed success. Income this month dropped by about \$20. Many members feel that while the new method helps to shorten the meeting, it just isn't fun; others support it. The issue was tabled until the next meeting, due in part to Debbie's absence and in part to the feeling that we should give it another try.

**Membership:** Diane Eardley

There are currently 210 members, 185 renewals and 25 new. About half of the nametags were picked up at the last general meeting; shopping cards, now separate from the nametag, will be mailed out with the telephone directory. Memberships will be accepted until March 1; after that, Diane will work to get the telephone directory out. Copies should be available by mid-March and will be mailed to members, at a cost of about \$25.00. Betty Kelley suggested that extra copies be made, especially for board members; there was general agreement to this suggestion. Some changes are being made to the format, using the Camarillo guild as a model:

- The bylaws will be printed in the back.
- A brief job description for each board member will be provided.

**Challenge Quilt:** Carol Meyer

Carol Meyer presented several ideas for this year's challenge quilt: "A Stitch in Time," "Flight of Fancy," "Through the Looking Glass," and "Rooms and Rumors." After brief discussion, it was agreed that the first is especially appropriate as the turn of the century approaches. Diane Eardley raised the issue of size, observing that 36" x 36" doesn't meet the minimum size requirement for many quilt shows. After further discussion, it was agreed that the maximum size will be 40" by 40," so that members interested in entering their challenge quilts in such shows will be able to do so, despite the fact that 40" x 40" is large if the group of quilts is ever to be shown as a whole.

**Newsletter:** Claire Fouquet

Claire Fouquet has received a request for ad space from a business in San Diego. The two questions for the board were, "should we?" and, if so, "what would we charge?" In the discussion that followed, Diane Eardley noted that in the past it was agreed that members could have ad space but not "outsiders." Carol Meyer observed that the time that Grant House was allowed to send a flyer with the newsletter, it was a special situation and that the business paid the postage that month. There is the concern that such ads take business away from local businesses and that selling ad space could create problems in relation to the non-profit status of the group. Judy Stanton will research the latter issue. Several board members felt that ads, while a good potential source of income, aren't really necessary or desirable in our newsletter. Discussion of this issue has, for the moment, been tabled.



Ranell Hansen reported that she has gotten an estimate of around \$180 to print, fold, and staple the newsletter each month, a savings of roughly \$100.

#### Old Business

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**1999 Budget:** Judy Stanton. The budget was reviewed line-by-line.

Administrative costs: budget reflects the cost of the stationery to be ordered by Sandy Wilmot.

Block of the Month: Karin Cooper reported that the \$152.45 spent in 1998 was made possible by the generosity of Blue Island Quilts and Grant House. Without donations, the costs would probably have been double. She saw no reason, however, for the 1999 budget to be more than \$150.

CPA Fees: Judy Stanton reported that the guild needs to consult a CPA as there are some 4 years of back tax forms, including the 501(c) 3, due. She will do the work, but the CPA will check it over and sign off. She noted that there are no records for 1996, but that she's been able to reconstruct them using cancelled checks.

Challenge Quilt: Last year's costs were \$150 over budget, due in large part to the many prizes given out at the end. Carol Meyer is working on changing the structuring and nature of the prizes and feels that \$150 should be sufficient for administrative costs.

Charitable Donations: While \$100 was budgeted last year, none was given. After some discussion of possible recipients, both local and otherwise (specifically, the Quilters Hall of Fame), Betty Kelley suggested raising the amount to \$300. One possible local donation would be paying for magazine subscriptions for the Santa Barbara Public Library.

Community Quilts: The 1998 actual figure reflects a ~\$200 reimbursement to Carol Barringer for thread; the budget was \$150. In the discussion that followed, the board came to a consensus about the balance that must be struck between items members participating in the workshops provide and items the guild can try to provide. In the former category are basic sewing materials--thread, scissors, mats, irons, pins, etc.--and some fabric; in the latter are batting and fabric for backing. If the guild is to provide materials of any kind, care must be taken that those stay with the guild. Diane Eardley suggested culling out really ugly fabric from the Community Quilt stash and giving it to the Salvation Army or to the San Marcos High School sewing program. She went on to suggest that the budget be increased to \$250, but with clear guidelines for spending. The Community Quilt project has already found a solution for meals: participants donate \$3 at each workshop, which is then used to pay for the *next* workshop's lunch. The program committee is donating the space on those days when a Community Quilt workshop takes the place of a workshop led by the guest lecturer.

Door Prizes: Debbie Sayers requested \$200; the budget is \$50. After some discussion, it was established that while she's already spent around \$80 (approved in advance), she's pretty much met all of her administrative expenses already. The board allotted \$100.

Equipment: \$300 is carried over from last year. Should we need a new projector or some other item, the money will be available.

Facility Rental: Having outgrown Samarkand, arrangements are being made to move to St. Andrew's Church, thus the need for the line in the budget. The earliest possible month for the move is July; it will entail changing the general meeting to Thursdays.

Historian: Money for film and processing. Same as last year.

Hostess July Meeting: Doesn't apply this year.



Library: The budget increase will go toward books, primarily. Joyce is also working on collection maintenance: she has purchased a used typewriter and has ordered new labels. The labels will have the address of the Guild on them, to facilitate the return of books.

Membership: Last year's budget was \$400, though expenses were under \$300. Diane Eardley said she doesn't expect to need \$400 but would like the 'wiggly room.' After some discussion, the 1999 budget was increased to \$350, in part to cover the costs of mailing the directories.

Miscellaneous: A mysterious but necessary category. No adjustment.

Newsletter: The budget was increased due to increased printing costs. With the lower printing estimate previously noted, Claire may be able to spend much less.

Opportunity Quilt: The quilt itself is already made, at no cost to the guild. The budget is to cover the cost of printing tickets and photos.

Programs: Ellen Richardson requested an increase in the budget for several reasons--two workshops have been added, the guild is paying for supplies for Janice Geary's workshop, travel costs fluctuate wildly. The additional workshops are about \$900 total; her budget was raised to \$9,000. Next year's program costs will be more, but the guild is aware of that and next year's budget will be larger.

Refreshments: The increase reflects the need for at least partial reimbursement for the year-end board meeting.

SCCOG: As there will be two meetings more than four hours away, Lora Martin requested a 50% reimbursement for mileage and hotel costs. The budget was increased to \$250, a more realistic estimate of the costs involved.

Special Programs: Requested by Diane Eardley, the money will go toward such things as National Quilting Day, Fourth of July displays, the Fair, etc.

Storage Locker: The board has agreed that it is important that all guild equipment be stored in one place.

Welcome Committee: This year's budget was increased to equal last year's expenditures.

Insurance: A cost of \$300 added to the budget by Diane Eardley.

Income: The projected income for 1999 is considerably less than 1998's income, due in large part to the fact that neither a show nor a silent auction is planned this year. While the projected income falls short of projected expenses, the guild does have the money to cover this year's budget. Betty Kelley suggested raising the idea of doing another Quilt Show in 2000 in the fall.

Betty Kelley moved and Ellen Richardson seconded to approve the budget as amended. The motion carried. After a brief discussion, it was generally agreed that it isn't necessary to present the budget at the general meeting.

#### New Business

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Betty Kelley reported that the Heritage Quilt has requested a \$100.00 donation.

Wanda Livernois has suggested approaching the public library about having a quilting display. Ranell suggested a revolving display, changed once a month. There was general agreement. Betty will research the matter and report back at the next meeting.



Ranell reported that all inventory items need to be moved to the guild's new storage space, unit #176 in San Marcos Storage near the intersection of State and Highway 150. The combination is 50-50. Anything not at the storage space must be inventoried so that the guild has a record.

Joyce accepted a gift subscription to "Traditional Quilts" on behalf of the guild. She also reported that she has donated a 2 year subscription to Quilters' Newsletter to the downtown branch of the Santa Barbara Public Library. The guild will be billed \$39 for 2 years.

Diane reported that National Quilting Day packets are out. The display will be at Betty's Fabrics. She also announced Marilyn Hawhouser's upcoming lecture on fiber sculpture on the UCSB campus.

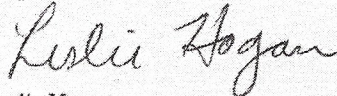
The Quilters' Hall of Fame has asked for \$500. Discussion deferred to the next meeting.

Leslie mentioned the possibility of a small show this summer in the College of Creative Studies gallery at UCSB. She will pursue the idea and try to finalize dates, including the possibility of displaying the new challenge quilts in October.

Ranell announced that due to her surgery, she won't be able to attend the next general meeting, but plans to be available for the board meeting [!].

The meeting adjourned at 9:15 PM.

Respectfully submitted,



Leslie Hogan



CQG Expense Budget

CQG BUDGET/EXPENSES		
Item/Category	1998 Actual	1999 Budget
Administrative Costs	158.35	250.00
Block of the Month	152.45	150.00
CPA Fees	0.00	200.00
Challenge	450.00	150.00
Charitable Donations	0.00	300.00
Community Quilts	355.93	250.00
Door Prizes	41.44	100.00
Equipment	0.00	300.00
Facility Rental	0.00	1,200.00
Historian	225.13	250.00
Hostess July Meeting	213.63	0.00
Insurance	0.00	300.00
Library	305.88	500.00
Membership	269.90	350.00
Miscellaneous	129.39	150.00
Newsletter	2,864.21	4,000.00
Opportunity Quilt	343.02	100.00
Programs	7,036.58	9,000.00
Refreshments	59.12	100.00
SCCQG Guest Travel/Dues	30.00	250.00
Special Programs	0.00	250.00
Storage Locker	0.00	530.00
Welcome Committee	120.00	120.00
<b>TOTAL</b>	<b>12,755.03</b>	<b>18,800.00</b>