

Coastal Quilters Board Meeting (virtual)  
November 19, 2020 2:00PM

Present: Rosana Swing, Mary Maxwell, Marcia Greiten, Darilyn Kisch, Diana Hamilton, Sue Kadner, Susan Bullington Katz, Nancy Butterfield, Karen Pickford, Rochelle Schneider, Bee Saunders, Sue Wuertz, Pamela Holst, Joel Blumenthal

Karen Pickford, President, called the meeting to order at 2:00 PM.

•Approval of October (virtual) Board and General Meeting Minutes  
The minutes were approved with two corrections. MSC Schneider/Butterfield

•Karen Pickford, President—Overview

Karen reported that she has delivered over 700 masks to the Unity Shoppe including some holiday themed masks for the staff. She also attended a photo celebration honoring volunteer groups who have taken part in the mask and other volunteer efforts in the community. There was discussion as to why there were not more participants invited. The article will be in the Santa Barbara News-Press.

Thoughts on election of CQG officers. Karen discussed the upcoming elections for Board Members for 2020-2021. She surveyed Board Members and Committee Chairs present as to their intentions of staying in office another year. She also asked if everyone has a "job description" notebook. The notebooks should be prepared to be passed down to the next person holding the position. The process for this will be determined.

#### Board Member Reports

•Susan Katz, Program Director--Programs update and Coffee Breaks

The committee is getting ready for the Front Porch Holiday Quilt Show. Everyone is encouraged to wear holiday headwear. Sue is waiting on the January and March speaker contracts. The February speaker is Mel Beach who will do a presentation on free motion quilting on a domestic machine. In lieu of Coffee Breaks, post-holiday sew-ins will be held during November (11/28, 9-12) and December (12/26, 9-12).

Susan attended the Global Quilt Connection with representatives of 75 Guilds who are or are going to participate in Zoom meetings. She said that they are doing some really interesting things.

Susan and Nancy Butterfield will be combining efforts for some fundraising activities. The Challenge is coming up in June. Plans will be made soon. Be thinking of how we can use Zoom to our benefit after the pandemic is over. There are probably some creative ways we can use this tool. "Might as well put it to good use." Let Susan know if you have ideas for activities. Plans will be made soon.

There was a question about how to take a photo of the Front Porch quilts. Does it have to be horizontal? Bee thought it does not have to be but it might change the way it looks on the Zoom screen. Nancy mentioned that social media sites like photos to be taken from a square perspective. She asked if the photos can be square. There was no decision.

Bee asked if we should extend the permission for arranging speakers beyond the June date. As we are not likely to be out of the pandemic by then, perhaps Susan needs to be able to extend the contracts beyond that time. Karen suggested that we have Susan continue planning through October of 2021. A motion to have the Program Director continue planning and obligating the Guild for speakers through October of 2021 was passed. MSC Maxwell/Greiten.

•Marcia Greiten, Treasurer--Treasurer's Report

The report was sent to everyone. We are doing fine. She commended the Community Projects Committee for sales last month of \$1407 plus \$1327 this month. Darilyn invited members to visit the closet.

The treasurer's report is filed subject to audit.

•Sue Orfila, Membership--Membership report

We have the 13<sup>th</sup> new member this year! Her name is Janet Underwood. Memberships are showing up in the mailbox! Perhaps we are getting a good reputation for our workshops.

Sue reported that a person inquired as to how to advertise with the Guild. Sue told her that we allow members to advertise in our Directory and our Newsletter. There was a discussion about what is allowed. The person can join as a member and her advertisement will be put in the newsletter and the Directory next July. We occasionally include articles about our members in the newsletter. It was decided to let her know of the above and not offer anything out of the ordinary.

•Nancy Butterfield--PR/Social Media Report

Nancy is posting items about our workshops including photos of quilts. Instagram and Facebook are getting attention. Send items to her via [news@coastalquilterssb.org](mailto:news@coastalquilterssb.org). She mentioned that for a fundraiser she is going to organize a virtual Quilted Post Card workshop in March (there is no Guild speaker that month). The Quilt Alliance has some great ideas of how to participate in National Quilt Day (March 20, 2021).

Pam expressed thanks to Nancy for taking on so many new activities. Nancy said that she loves doing the jobs she is doing. Susan added that Nancy, Sue Kadner and others are doing a lot to increase the number of people who interact with our Guild—other communities as well as people who cannot get out at night.

Nancy requested that members send pictures of quilts, workshops and other things that will promote the Guild. Send to [news@coastalquilterssb.org](mailto:news@coastalquilterssb.org)

•Axxess Books--Sue Kadner

We have sold 13 books making \$169. We are also making more from the Amazon Smile program. The program is available all year.

•Diana Hamilton—Workshops

The Tara Faughnan workshop was full. There were 4 members who are not members of our Guild. The virtual class went well with only one small problem that was fixed right away. Sam Hunter will be doing the next workshop—The Word of the Year. In February attendees of the Faughnan workshop will present their quilts to the Guild.

•Rochelle Schneider, Corresponding Secretary—Special Correspondence

No report.

•Sue Wuertz, Parliamentarian

Election committee information:

Appointed by President: Bee Saunders and Carol Hart

Nominated for Board Approval: Nancy Butterfield and Joel Blumenthal

Karen mentioned that Nancy and Joel need board approval to serve on the Election Committee. The appointments were approved. MSC Maxwell/Hamilton

Karen asked person by person whether the Officers are willing to continue to their second year and if they are in the second year.

Sue Kadner mentioned the importance of the officer notebooks being passed along with the information necessary for the next person to perform the duties. The necessity of keeping the job descriptions up to date was also discussed.

There was a general discussion of job descriptions, lists of bullet points for recruiting.

•Shelly Dixon—Coastlines Editor (Report given by Karen Pickford)

The deadlines (due Sunday November 21, 2020) and schedule for the Coastlines articles were announced.

Committee Reports

•Block of the Month—Kika Hutchins

There were 18 blocks submitted from 9 people. Linda Bird was the winner. Next month's block is "Presents Under the Tree."

•Community Projects--Darilyn thanked those who have come to the locker to buy fabric. She announced that she and Kathy Draine are going off the committee after this year. She also mentioned she would like to invite the new members to visit the locker and get a yard or two of fabric. Sue Orfila will send her the information.

•SCCQG—no report

•Satellite Groups--Isabelle submitted a committee report to the Board in lieu of her being able to attend meetings. She will be asked to submit it as a newsletter article.

There was discussion about cancelling the December meeting. It was decided to cancel. MSC Maxwell/Holst

The meeting was adjourned at 3:27 PM.

Action: Cancel December Board meeting

Minutes submitted electronically by Mary Maxwell, Recording Secretary.

Attachment: Financial reports as of October 31, 2020

# Coastal Quilters Guild, Inc

## BALANCE SHEET

As of October 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
CD-120100-Comm West Bank	6,547.75
CD-124100-Comm West Bank	7,693.82
Checking - CommWest #xxxx979	0.00
Checking - CommWest#XXXX342	16,320.56
<b>Total Bank Accounts</b>	<b>\$30,562.13</b>
Other Current Assets	
CD-119804-CommWest	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$30,562.13</b>
<b>TOTAL ASSETS</b>	<b>\$30,562.13</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Total Liabilities</b>	
Equity	
Opening Balance Equity	0.00
Restricted Funds	0.00
Unrestricted Net Assets	25,067.12
Net Income	5,495.01
<b>Total Equity</b>	<b>\$30,562.13</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$30,562.13</b>



Coffeebreak Programs	200.00	100.00	200.00	100.00	600.00	1,000.00	-400.00
Lecture Fee	0.00	0.00	500.00	350.00	850.00	2,950.00	-2,100.00
Rent - GVCC	0.00	-560.00	0.00	0.00	-560.00	650.00	-1,210.00
Workshop Fee	0.00	0.00	400.00	300.00	700.00	3,600.00	-2,900.00
<b>Total Programs</b>	<b>\$ 200.00</b>	<b>-\$ 460.00</b>	<b>\$ 1,100.00</b>	<b>\$ 750.00</b>	<b>\$ 1,590.00</b>		
Quilt Show	0.00	0.00	0.00	0.00	0.00		
Facility Charges Showground	0.00	0.00	-500.00	0.00	-500.00	0.00	-500.00
<b>Total Quilt Show</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>-\$ 500.00</b>	<b>\$ 0.00</b>	<b>-\$ 500.00</b>		
Sales Tax	60.00	0.00	0.00	0.00	60.00	60.00	0.00
Special Events Expense	0.00	0.00	0.00	0.00	0.00		
Mask Project	28.48	0.00	154.07	0.00	182.55	100.00	82.55
Opportunity Quilt	0.00	218.54	0.00	0.00	218.54	500.00	-281.46
<b>Total Special Events Expense</b>	<b>\$ 28.48</b>	<b>\$ 218.54</b>	<b>\$ 154.07</b>	<b>\$ 0.00</b>	<b>\$ 401.09</b>		
<b>Total Expenses</b>	<b>\$ 1,459.15</b>	<b>-\$ 43.45</b>	<b>\$ 2,164.51</b>	<b>\$ 1,706.20</b>	<b>\$ 5,286.41</b>		
<b>Net Operating Income</b>	<b>\$ 2,626.47</b>	<b>\$ 2,354.47</b>	<b>-\$ 256.51</b>	<b>\$ 756.80</b>	<b>\$ 5,481.23</b>		
<b>Other Income</b>							
Interest Income	3.39	3.50	3.50	3.39	13.78	50.00	-36.22
<b>Total Other Income</b>	<b>\$ 3.39</b>	<b>\$ 3.50</b>	<b>\$ 3.50</b>	<b>\$ 3.39</b>	<b>\$ 13.78</b>		
<b>Net Other Income</b>	<b>\$ 3.39</b>	<b>\$ 3.50</b>	<b>\$ 3.50</b>	<b>\$ 3.39</b>	<b>\$ 13.78</b>		
<b>Net Income</b>	<b>\$ 2,629.86</b>	<b>\$ 2,357.97</b>	<b>-\$ 253.01</b>	<b>\$ 760.19</b>	<b>\$ 5,495.01</b>		