

## Susan West

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**From:** "Paulette Ley" <leypaulette@msn.com>  
**To:** "Susan West" <sjwest@mindspring.com>  
**Cc:** "Paulette Ley" <leypaulette@msn.com>  
**Sent:** Friday, January 16, 2004 3:51 PM  
**Subject:** Jan.BoardMin.

### Coastal Quilter's Guild, Inc. January 15, 2004 Board Meeting - Minutes

Susan West convened the meeting at 7:04.

**Newsletter:** Coastline deadline is January 22. Thanks to Susan Carty and Peter Glatz for the January newsletter.

**Announcements:** Everyone was asked to update their email listing.

**Membership** is at 234. 99 members from 2003 have not renewed.

**Directory** and name tags will be ready by the March general meeting.

**Minutes from** November were approved as there was no formal meeting in December because of the dinner party at Susan's.

**Committees:**

**Workshops -** Margaret Miller's workshop was great. We would like to have her back.

**Community Quilts -** Chair, Kathy Laabs proposed that the Unity Shoppe be the beneficiary of our baby quilts and doll quilts and lap quilts for convalescent residents as well as other appropriate items of clothing. She suggested that this be a one time all year project instead of two separate projects due to the fact that it is a "quilt show year". There was discussion of the system that the Unity Shoppe uses to distribute their items. Also, Susan Carty thought that the range of items that we make should be more focused. In addition, the thought of giving small quilts to the police, fire, and sheriff departments was discussed. Kathy is going to make some calls to these above departments and see if it a feasible idea. We will discuss it again at the next board meeting.

**Treasurer discussion:** In the past the treasurer would not sign checks as a cautionary measure. Three signers are needed for each check. This system is cumbersome. The system of checks and balances and receipts being included with the checks was discussed. It was mentioned that the monthly statement is the check and balance. The treasurer is liable for all funds. Should she be allowed to sign the checks.? The

**Motion** that the treasurer be allowed to sign the checks was seconded and passed. It was mentioned that we are audited twice a year.

**2004 Budget:** The 2003 budget was passed out as a model on which we should build the 2004 budget. This should be approved by March. The next board meeting will be an hour and a half due to drawing up the budget.

**Quilter's Hall of Fame:** The grand opening is this summer. Rosalind Perry, from our guild is the granddaughter of Marie Webster whose home is the Hall of Fame.

**Motion-** It was moved, seconded and passed that our guild's Gift of Friends to the Hall of Fame be \$100.

**Miscellaneous:**

**Library donations-** Laura Nanna announced that we are sending 32 books to the Alpine Guild that lost their library in the Southern California fires. She is sorting and pricing several books donated recently by members and their families.

Susan Carty asked if anyone had the book "Block Benders" as Theresa DeWitt needs it.

**Other-**Rob the chair guy is going to continue to the same job for us, just a little later.

**Door Prizes-** Jean McCaffrey said the vendors get a thank you form letter but thought it would be more personal if a note card could be included. She also asked if we wanted more prizes or more generous prizes. I believe the consensus was more was better.

**Speaker placement in the General Meeting Program-** was discussed at length. It was decided that the order will be: business meeting, show & tell, break, speaker, door prizes, and block of the month. To save the Penny Odom will do the workshop announcements and the introduction to the speaker. We would like to reserve the entire front row for people who have to make announcements and officers and quilt holders. Susan West decides who can make announcements before the meeting if they are not on agenda.

**Workshop time extension-** Ann Edelman asked if workshops can go until 4:00 pm. We do not think that would be a problem as long as we are cleaned up by 4:30.

**Hostess gift-** Penny Odom asked if she could continue to give the speaker some small snack items for their hotel room. It was agreed to continue with that gesture of hospitality.

Adjournment was at 8:05.

**Attendees: Sandy Hess, Nancy Olson, Susan West, Dorothy Fitch, Jean McCaffrey, Kathy Laabs, Penny Odom, Susan Carty, Judy Stanton, Joyce Ball, Paulette Ley, Laura Nanna, Peter Glatz, Ann Edelman**

Respectfully submitted, Paulette Ley, Secretary

**COASTAL QUILTERS GUILD OFFICERS AND COMMITTEES  
2004**

**PRESIDENT** Susan West  
**VICE PRESIDENT CURRENT PROGRAMS** Penny Odam  
**VICE PRESIDENT FUTURE PROGRAMS** Ann Edelman  
**WORKSHOPS** Nancy King, Celeste White  
**RECORDING SECRETARY** Paulette Ley  
**CORRESPONDONG SECRETARY** Judy Stanton  
**TREASURER** Sandy Hess  
**PARLIAMENTARIAN** Angelea Moll

**2005 OPPORTUNITY QUILT** Robin Ruge  
**BLOCK OF THE MONTH** Jan Beckert, Elan Firpo  
**CHALLENGE QUILT** Cynthia Manzer, Barbara Franklin  
**COASTLINE EDITOR** Susan Carty  
**COASTLINE LAYOUT** Peter Glatz  
**COMMUNITY PROJECTS** Kathy Laab  
**DOOR PRIZES** Jean McCaffrey, Dorothy Fitch, Francine Smith  
**HISTORIAN/PHOTOGRAPHER** Betty Libbert, Doris Gilman  
**LIBRARIANS** Laura Nanna, Arla Wardel  
**MEMBERSHIP** Nancy Wood, Maureen Hyland  
**NEWSLETTER DISTRIBUTION** Mary Deweese  
**OPPORTUNITY QUILT TICKETS 2004** Wanda Livernois,  
Lena Scharfeld  
**REFRESHMENTS** Mariel Hawel,  
**SATELLITE GROUPS** Ruth Walters  
**S.C.C.G.REPRESENTATIVE** Joyce Ball  
**SCHOLARSHIPS** Nola Ferguson  
**SPECIAL EVENTS** Marilyn Martin, Joanne Coulter  
**WELCOME COMMITTEE** Janet Jensen, Nancy Olsen,  
Dorothy Gibbons

TREASURER'S REPORT FOR : JANUARY, 2004

INCOME:

Membership	\$3460.00
Door Prizes	\$ 261.00

TOTAL INCOME: \$3721.00

EXPENSES:

Cash (Rob/Programs)	\$50.00
Workshop	22.25
Opportunity Quilt	52.28
Door Prizes	37.00
USPS (Prepay Bulk Mailing)	500.00

TOTAL EXPENSES: \$661.53

CHECKING ACCOUNT BALANCE

ON 12/31/03 \$6054.83

CHECKING ACCOUNT BALANCE

ON 1/31/0 \$9114.30