# Coastal Quilters Guild Board Meeting Minutes <br> June 18, 2020 

## NOTE: THE MEETING IS BEING HELD ONLINE USING ZOOM

I. Call to Order by Karen Pickford, President

Time: 2:01 PM
Attendees/Quorum—Fourteen attendees were present. Board Members: Karen Pickford, Susan Bullington Katz, Marcia Greiten, Sherry Lafler, Rochelle Schneider, Margaret Dear, Sue Wuertz, Sue Orfila. Committee Chairs: Bonnie Barber, Shelly Dixon, Sue Kadner, Darilyn Kisch, Rosana Swing. Other: Diana Hamilton (Workshop Coordinator elect), Mary Maxwell (proposed Recording Secretary).
A quorum was present.

Minutes review/approval:
The minutes for the May 21, 2020 Board meeting were approved as corrected.
MSC: Schneider/Katz
II. Board and Committee Rep orts
A. President—Karen Pickford

- Mask update:
- The current mask count is 4411.
- We will shift to making child masks because the governor has said that children will be masked when they go back to school, although that may change by August.
- There is an ongoing request from the Unity Shoppe for 50 masks per week, but it can be covered for the next several weeks with current stock in hand.
- Karen may plan to wind down the mask project. There are currently only 2-3 members still delivering them.
- Sue Kadner will look into getting a guild Zoom account rather than relying on Susan Katz's personal account. Marcia will add a line item to the budget for the fee.
- Due to concerns about ongoing issues with face-to-face meetings the Board approved cancelling the July meeting. MSC: Greiten/Orfila
- It was agreed that even when physical meetings are resumed, we should plan to have an online component for members who are distant or still have a reluctance about attending in person.
B. Community Quilts—Darilyn Kisch
- Work is still in progress on the locker.
- We received a large donation, but most of it was unusable and was recycled.
- Approximately 150 cradle quilts will be needed by the end of October.

The committee has made about 50 bedding kits which should be ready for distribution by July. Darilyn will set up her porch for pick-up of kits and delivery of quilts. Karen's house will be an alternate receiving site.

- We are still accepting baby and kids quilts for Transition House. We have provided them with quite a few quilts, but few are for children or babies.
- We will be doing Christmas stockings again this year.
- Karen had a donation of 6 boxes of fabrics from a designer that are not usable for masks. She is planning to donate them to Art from Scrap when they are open again for donations.
C. Programs-Susan Katz
- There are several Coffee Breaks planned. Shelly Dixon will present on June 26 and Bee Saunders on July 10. And then there will be a meeting on July 24.
- When we are back to having regular meetings, the Coffee Breaks will continue, but only once per month.
- Susan still has not cancelled the programs for September, October, and November.
- Bonnie suggested we consider doing the Challenge using photographs and Zoom as some other guilds are doing. The Convergence/Emergence Challenge on July 10 will be done that way. We could use a poll for voting but would need some practice. Bonnie offered to organize the photographs to be displayed in the Zoom meeting.
D. Opportunity Quilt-Sue Kadner
- Sue Kadner suggested drawing for the quilt on July 24 . Shelly will put a notice in the Newsletter. We are almost at $\$ 3000$ and need to sell a few more tickets.
E. Treasurer-Marcia Greiten
- We are still in the black.
- Marcia sent current Balance Sheet and Profit and Loss statements which Karen will forward to the rest of the group. The reports are attached at the end of the minutes.
- Marcia asked everyone to get their bills to her before June 30 (end of the fiscal year).
- There will be two new expense line items, the expenses for the Coffee Breaks and for the Zoom license.
- Karen will send requests to the Committee Chairs to submit projected expenses for the next year.
- We have one CD (\$7676.60) which must be renewed by June 21 and another that will come due on July 23. It was agreed that Marcia will roll the first, older CD over for a 1 year term.
F. Membership-Sue Orfila
- To date we have about 60 renewals. Sue Orfila will put another article in the Newsletter.
- Sue Orfila will work with Grant House to recruit new members from his clients who have purchased new machines to make masks. We may give a reward to new members, such as Opportunity Quilt tickets or $\$ 5$ off on a workshop fee. Grant currently includes a guild brochure and workshop discount coupon with his machine sales.
- Sue Orfila will also investigate setting up online payment of membership fees as well as other fees. She still needs to have the membership form filled out to add the member to the database. Those who pay online can print and mail the form or photograph and email it.
- We need to find some way to handles distribution of new handbooks if we are not having meetings.
G. Workshops-Margaret Dear
- Margaret suggested we may consider doing online workshops. Rosana is taking two online classes from Mancuso and will report back on how well they go.
H. Corresponding Secretary-Rochelle Schneider
- We have received thank-you notes from St. Raphael's School for the masks we made for their staff. Rochelle has also received individual notes from staff at a Colorado clinic where her son is a physician, and Maravilla.
I. Parliamentarian-Sue Wuertz/Karen Pickford
- Sue Wuertz had help from Sue Kadner and Nancy Butterfield for stuffing and mailing 204 ballots. The count for valid, signed ballots received back was 169 (about $77 \%$ return rate). The valid ballots were unanimous for acceptance of the full slate of Board members and the bylaws revision.
- The Parliamentarian report was accepted into the minutes. MSC: Dear/Orfila
- Mary Maxwell was appointed as Recording Secretary. MSC: Greiten/Dear
- Karen thanked Margaret Dear and Sherry Lafler for their service for the last two years.
- Nancy Butterfield is taking over the Public Relations position.
J. Satellite Groups-Karen
- Karen has received a report of the Satellite Groups, both official and non-official (not all members of the group are guild members) from Isabel. The new Standing Rules will have a requirement that Satellite Group members must also be members of the guild and also that each group must send a letter to the Board for approval to become an official group or to disband a current group. Satellite Groups that use the Goleta Community Center facility as part of the guild qualify for the guild insurance coverage.
- We previously had a "back door" to some information on the website that was available by password only to the Board members. It is inactive now but could be re-activated. Because of privacy issues, there is no current plan to publish the Satellite Group members on the website, but Karen will send the lists from Isabel to all the Board members.
- The Modern Quilt Guild is disengaging from the national guild and will become an official Satellite Group of our guild. Mary will send a note to Bee to make sure they understand that they still need to request that status from the Board.
K. Library-Karen for Mary Faria
- Karen received the following note from Mary:

For board meeting:
The library committee has found a way to offer collection access to members during this hiatus in general gatherings. The designated email
address, library@coastalquilterssb.org, has been set up to handle requests for books, CD's, and DVD's. Members can find the library items from our website which lists the updated inventory by subject, title, and author. Any requests will be processed by the librarians and made available for curbside pickup from the church parking lot by either one of the gloved and masked Marys during a designated 2 hour time slot once or twice a month depending on member response. Returns will be subject to a decontamination time-out before being re-crated for distribution. We are hopeful that these measures will offer a safe and organized system for circulating the library treasures owned by the guild.

- They are working with Bonnie to get the information on the website and it will also go into the Newsletter.
L. Website—Bonnie Barber
- There are new pages on the website for the Coffee Breaks, Mask Project, and Library. The Masks entry includes separate pages for the instructions, the thank-you notes and gifts and the updates Karen has sent. As there are more Coffee Breaks it will be necessary to have a separate page for each that will be fully linked and easy to get to. With permission of the presenter, the demonstrations and trunk shows are being recorded.
- Bonnie created a subject-only PDF from the Library spreadsheet for any members who do not have the means to open and use an Excel spreadsheet.
- There is a Convergence/Emergence page linked from the home page with full instructions. It was agreed that it is not necessary for a quilt to be completely done to qualify for the Convergence/Emergence Challenge.
III. Adjournment was at 3:19

Respectfully submitted:
Sherry Lafler, Recording Secretary

## Coastal Quilters Guild, Inc

BALANCE SHEET
As of June 15, 2020

|  | TOTAL |
| :---: | :---: |
| ASSETS |  |
| Current Assets |  |
| Bank Accounts |  |
| Checking - CommWest \#xxxx979 | 0.00 |
| Checking - CommWest\#XXXX342 | 9,382.01 |
| Checking - SBBT \#1024 | 0.00 |
| Money Mkt - SBBT \#7000 | 0.00 |
| Total Bank Accounts | \$9,382.01 |
| Other Current Assets |  |
| CD-119804-CommWest | 0.00 |
| CD-120100-Comm West Bank | 6,528.27 |
| CD-124100-Comm West Bank | 7,686.38 |
| Total Other Current Assets | \$14,214.65 |
| Total Current Assets | \$23,596.66 |
| TOTAL ASSETS | \$23,596.66 |
| LIABILITIES AND EQUITY |  |
| Total Liabilities |  |
| Equity |  |
| Opening Balance Equity | 0.00 |
| Restricted Funds | 12,371.47 |
| Unrestricted Net Assets | 17,104.35 |
| Net Income | -5,879.16 |
| Total Equity | \$23,596.66 |
| TOTAL LIABILITIES AND EQUITY | \$23,596.66 |



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