

Coastal Quilters Guild Board Meeting Minutes
September 17, 2020

NOTE: THIS MEETING WAS HELD ONLINE AND RECORDED

Present:

Mary Maxwell, Rosana Swing, Bonnie Barber, Karen Pickford, Sue Kadner, Nancy Butterfield, Rochelle Schneider, Marcia Greiten, Darilyn Kisch, Pamela Holst, Shelly Dixon, Sue Orfila, Diana Hamilton, Susan Katz

The meeting was called to order by Karen Pickford, President at 2:00 PM.

Karen Pickford, recapped the mask donations information and said that “it is time to get back to quilting.”

There was discussion about when the minutes will go out to all of the Board members. It was decided that the minutes will go out separately as soon as possible for each meeting—Board and General Meeting. Corrections to the current minutes had already been made including a few misspelled names. The minutes of the August regular and August Board meeting were approved as corrected. Motion to approve was passed.
MSC: Butterfield/Schneider.

Program Susan Katz

Susan Katz is working on the programs for or the next several months and is now planning for 2021. We now have a PayPal button set up on the website. She expressed being thrilled with that and thanked Sue Kadner and Bonnie Barber for their work on that. We had a full house for Malka Dubrawsky. The September Coffee Break will spotlight Mary Wenzel. October will spotlight Kristin Otte and the Layer Cake Challenge. The October general meeting will feature Elizabeth Eastmond and Triad Harmony. Next will be the Front Porch Holiday Quilt Show. She also noted that Bee Saunders will assist the Workshop Coordinator with technical problems that come up during the workshops.

Treasurer’s Report Marcia Greiten

This report covers the time through August. Marcia received a \$500 check from Earl Warren for the refund of the Quilt Show deposit. She also received a W9 from Susan Else.

She has received payment for two people for the coming workshop. Both are using Challenge Coupons. She still needs payment forms for the last couple of speakers before she can get checks out. She has their contracts. Susan Katz said that she would send the information to her. Susan Katz had a question about the recording of payments for workshops. Marcia Greiten and Sue Kadner explained the record.

The Treasurers Report was filed subject to audit and is attached.

Membership Sue Orfila

Sue Orfila picked up the Directories from the printer. She thanked Heather Geogakis for help with formatting. She will mail the Directories tomorrow to people who paid for home delivery and to new members with a welcome letter. It will also include their name tag holders. She

asked who had the key to the closet at St Andrews. She needs to get into the closet to get things for the new members. Karen said she has one. Sue will try to get the booklets to the satellites via a representative of each group. She will also be at the church on the regular "gathering" day to hand them to members. Bonnie suggested that we offer Directory mailing for \$2.30. The 30 cents will cover the PayPal fee. Last year there were approximately 90 directories that were never picked up. There was a lot of discussion about the non-claimed directories and the expense. We paid \$198.45 for the Directories and the name tags. They cost about \$1 per copy to print. Mailing is about \$1 for postage and a bit more for the envelope. The treasurer, Marcia Greiten, questioned whether we can charge for the PayPal fee. That will be considered before any decisions for next year.

There are now 188 members.

Social Media Nancy Butterfield

We had a Newshawk article about our donation to Domestic Violence. Nancy was congratulated for getting it published. She will continue to post to Instagram and Facebook. Sue Kadner posted to Facebook about our Auction Quilt.

Nancy is keeping an album for the Kids Can Quilt. She has not received any volunteers for the Kids Can Quilt. She has received one quilt. She asked that we follow the Guild on Facebook and Instagram. She is continuing to work on the Antique Quilts sale.

Bonnie Barber suggested that some of us watch the Wildling Museum Auction to see how it is done. Nancy mentioned that a professional auction company is probably too expensive. Bonnie Barber said that we might be able to manage an auction ourselves if we have watched another auction. Nancy is also looking into a Facebook option for an auction. Bonnie suggested Instagram instead.

Workshops Diana Hamilton

We had 15 people at the Dubrawsky workshop. A couple of people had some technical problems. Diana welcomed Bee Saunders as a volunteer to help with technical issues at the workshops. We do not have a full class for the next two workshops. There was discussion about whether we should offer it outside of the Guild. There are about 15 signed up but there is not much information out about it yet. The November class has two people signed up.

Corresponding Secretary Rochelle Schneider

JoAnn Dovgin and Elizabeth Jenquin were sent Get Well cards after suffering injuries.

Parliamentarian Sue Wuertz no report

Shelly Dixon announced that she is moving to Sacramento to be near her daughters and granddaughter. She said that she will continue her work on the Newsletter through June 2021. Karen Pickford and other members expressed good wishes and thanked her for her work and for continuing with the assignment.

Website Bonnie Barber

Bonnie found a telephone number for PayPal and figured out how to do the things that we need to do on the website. Now we can have a donation page. She is waiting for someone to use a new button to see how it works.

With regard to non-guild members for classes, she said she needs to know right away if she is going to add a button on the website. Sue Kadner said that she has the list of all of the Guilds around us who receive our newsletter. There was discussion about how to manage non-member attendance. Bonnie mentioned that Susan Katz is bringing us excellent speakers. We might want to make sure our own members are aware of that so they don't miss out. Karen suggested that we open the coming class for outside members because there are a lot of spaces available and it is getting late. Sue Kadner will send the information to the surrounding Guilds. The fee for non-members will be \$60.

Committee Reports

Community Projects Darilyn Kisch No report

Book of the Month Kika Hutchings No report

SCCQG Rosana Swing

Rosana reported that many very good teachers have been featured at the meetings. The next meeting is October 10, 2020. She also mentioned that the "Road to Home Quilt Show" is coming for 2021 in place of Road to California.

Continued general discussion:

Sue Kadner asked if we should sell Axxess Books this year. Nancy said we should do anything that will make money and that someone will organize. Sue said she take care of it.

There was discussion about a member who lost a lot of money from a scammer who called on the telephone and she fell for it.

Action Items:

Sue Kadner will send an Eblast re workshop openings.

Bonnie Barber will add a button on PayPal for the Directory and workshop.

Sue Orfila will call satellite group representatives re Directory delivery.

Sue Kadner will contact Axxess and will organize the sale of their discount books.

Karen Pickford will send a "dates due" notice.

Sue Kadner will set up a new "webmaster" address for Bonnie and send it to Karen Pickford.

Respectfully Submitted (electronically),

Mary Maxwell, Recording Secretary

Coastal Quilters Guild, Inc

BALANCE SHEET

As of August 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking - CommWest #xxxx979	0.00
Checking - CommWest#XXXX342	15,695.44
Checking - SBBT #1024	0.00
Money Mkt - SBBT #7000	0.00
Total Bank Accounts	\$15,695.44
Other Current Assets	
CD-119804-CommWest	0.00
CD-120100-Comm West Bank	6,544.58
CD-124100-Comm West Bank	7,690.10
Total Other Current Assets	\$14,234.68
Total Current Assets	\$29,930.12
TOTAL ASSETS	\$29,930.12
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Opening Balance Equity	0.00
Restricted Funds	0.00
Unrestricted Net Assets	25,067.12
Net Income	4,863.00
Total Equity	\$29,930.12
TOTAL LIABILITIES AND EQUITY	\$29,930.12

Coastal Quilters Guild, Inc
Profit and Loss by Month July - August, 2020

	Jul 2020	Aug 2020	Total	Budget	
Income					
Amazon.com Smile	0.00	14.02	14.02	100.00	-85.98
Donations Income	0.00	0.00	0.00		
Member Donations - Unrestricted	841.00	208.00	1,047.00	1,500.00	-453.00
Member Donations--Special	50.00	190.00	240.00	200.00	40.00
Total Donations Income	\$ 891.00	\$ 398.00	\$ 1,287.00		
Mask Making Project Sales	0.00	0.00	0.00		
Mask Sales	1,087.62	0.00	1,087.62	1,000.00	87.62
Total Mask Making Project Sales	\$ 1,087.62	\$ 0.00	\$ 1,087.62		
Membership Dues	1,840.00	1,400.00	3,240.00	7,400.00	-4,160.00
Newsletter & Directory Mailing	0.00	0.00	0.00		0.00
Mailing Directories	22.00	16.00	38.00	70.00	-32.00
Mailing Newsletter	45.00	45.00	90.00	180.00	-90.00
Total Newsletter & Directory Mailing	\$ 67.00	\$ 61.00	\$ 128.00		
Operations Misc	0.14	0.00	0.14	PP Test	
Special Events Income	0.00	0.00	0.00		
Opportunity Quilt Income	200.00	20.00	220.00	500.00	-280.00
Total Special Events Income	\$ 200.00	\$ 20.00	\$ 220.00		
Workshops Income	0.00	420.00	420.00	4,600.00	-4,180.00
Total Income	\$ 4,085.76	\$ 2,311.02	\$ 6,396.78		
Gross Profit	\$ 4,085.76	\$ 2,311.02	\$ 6,396.78		
Expenses					
	Jul 2020	Aug 2020	Total	Budget	
Committee Expenses	0.00	0.00	0.00		
Challenge	0.00	21.80	21.80	200.00	-178.20
Total Committee Expenses	\$ 0.00	\$ 21.80	\$ 21.80		
General meeting expenses	0.00	0.00	0.00		
Misc Expense	0.14	0.00	0.14	PP Test	
Total General meeting expenses	\$ 0.14	\$ 0.00	\$ 0.14		
Newsletter Expense	0.00	0.00	0.00		
Copies	12.57	11.83	24.40	50.00	-25.60
Total Newsletter Expense	\$ 12.57	\$ 11.83	\$ 24.40		
Operating Expense	0.00	0.00	0.00		
Admin Lic/Bnk Fees/Square Fees/PayPal Fees	31.58	14.48	46.06	300.00	-253.94
Dues and Subscriptions	0.00	149.90	149.90	200.00	-50.10
PO Box & Postage	55.00	0.00	55.00	200.00	-145.00
Storage	885.00	0.00	885.00	3,540.00	-2,655.00
Treasurer	215.00	124.83	339.83	300.00	39.83
Total Operating Expense	\$ 1,186.58	\$ 289.21	\$ 1,475.79		
Programs	0.00	0.00	0.00		
Coffeebreak Programs	200.00	100.00	300.00	1,000.00	-700.00
Rent - GVCC	0.00	-560.00	-560.00	650.00	-1,210.00
Workshop Fee	0.00	0.00	0.00	3,600.00	-3,600.00
Total Programs	\$ 200.00	-\$ 460.00	-\$ 260.00		
Sales Tax	60.00	0.00	60.00	60.00	0.00
Special Events Expense	0.00	0.00	0.00		
Opportunity Quilt	0.00	218.54	218.54	500.00	-281.46
Total Special Events Expense	\$ 0.00	\$ 218.54	\$ 218.54		
Total Expenses	\$ 1,459.29	\$ 81.38	\$ 1,540.67		
Net Operating Income	\$ 2,626.47	\$ 2,229.64	\$ 4,856.11		
Other Income					
Interest Income	3.39	3.50	6.89	50.00	-43.11
Total Other Income	\$ 3.39	\$ 3.50	\$ 6.89		
Net Other Income	\$ 3.39	\$ 3.50	\$ 6.89		
Net Income	\$ 2,629.86	\$ 2,233.14	\$ 4,863.00		