

Approved: Board Meeting, August 5, 2021

Coastal Quilters Guild Board Meeting  
June 17, 2021 - Virtual -7:00 p.m.

Meeting called to order: 7:03pm

Board Attendees: Karen Pickford, Marcia Greiten, Pamela Holst, Rochelle Schneider, Nancy Butterfield, Sue Orfila, Diana Hamilton, Susan Bullington Katz  
Committee/Guest Attendees: Bee Saunders, Bonnie Barber, Sam McIlraith, Marilyn Martin, Susanne Kyre, Rosana Swing, Joel Blumenthal, Sue Kadner

Minutes: Approval of May Board and General Minutes: MSC: Schneider/Orfila

Overview & Announcements, President: Karen Pickford, President

- Since her last meeting as president, expressed her thanks to all on the Board, Committees and membership who worked with her and helped her the last two years.
- Question about what constitutes a forum at a Board Meeting: Per section 7.6 of the Guild Bylaws, effective July 1, 2020, a quorum consists of at least 40% of the directors. It was suggested that all Board members read the Bylaws.

Program/Coffee Break Update: Susan Bullington Katz

- Program/Zoom Committee are working on plans for future meetings – in person and virtually. Findings will be brought to Board.

Treasurer: Marcia Greiten,

- Treasurer's reports were reviewed; no questions.
- Treasurer getting ready for fiscal close and is reviewing reporting requirements (i.e. sales tax, raffle permit renewal, final reports) and has been following up on outstanding checks.
- It was suggested that the Treasurer look into combining the two CD's, possibly putting money in Money Markets and moving some of surplus that is currently in checking account.
- Looking for someone to work with her this year with the idea that person take over as Treasurer next year.

Membership: Sue Orfila,

- Approximately 35 members have renewed. People using credit cards – via Square. Advised members who joined since January they only had to pay \$20 per Board decision April 21, 2021.

PR/Social Media/Fundraising Reports: Nancy Butterfield

- Has over 350 postcards so far. Trying to get to at least 500 so has an inventory for a sale. Exploring options on locations for sale
- Central library allowing us to use their case for month of July – working with Shirley Morrison.
- Subcommittee report on disposition of Quilt Show Documents:
  - Eileen Lewandoski scanned in many documents from 2016/2018 Shows

- Sue Kadner & Carol Hart working on disposition of Show documents from 2002 through 2012. Question about pictures from Show. Will be presented to Board to determine if should be scanned in or not.

#### Workshops: Diana Hamilton

- Only 7 signed up for Kathy Doughty's workshop to date. Will open to non-members around first of month if not filled.

#### Corresponding Secretary: Rochelle Schneider

- Read thank you notes of appreciation from Domestic Violent Solutions and from Kathi Downey whose father received a quilt from the Guild at Serenity House.

#### Parliamentarian: Nancy Butterfield for Sue Wuertz.

- Nancy documenting procedures for next parliamentarian because last notebook cannot be found. She will get together with Joel Blumenthal, new Parliamentarian, to review. Might need a Newsletter Editor.

#### Committee Reports

- Community Projects: New committee member reported on experience in finding and opening locker. Surveyed content; found many pillowcases, quilts, and holiday stockings, Will report back on cradle quilts.
- Block of the Month – no report
- SCCQG – July 10 SCCQG meeting about recruiting and retaining volunteers. Discussed standardizing Board email addresses; Rosana will work with Sue Kadner to update. Treasurer reported that she has advised SCCQG that the Guild will be continuing to meet at St Andrews for insurance purposes..
- Coastlines Newsletter: Be sure to get articles in when due to make easier for Newsletter Editor. Due June 20.
- Other: Bee Saunders said she would be contacting Board members, including outgoing and incoming, about a get together.

#### Upcoming meetings

- June 25, Coffee Break
- July 8, General Meeting, Kathy Doughty
- July 10, Workshop, Kathy Doughty
- July 15, Board Meeting

Adjourned: 8:07PM (10:07 Karen's time in Texas.)

Respectfully submitted, Sue Kadner, acting for Mary Maxwell.

# Coastal Quilters Guild, Inc

Balance Sheet  
As of May 31, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
CD-120100-Comm West Bank	6,558.77
CD-124100-Comm West Bank	7,706.79
Checking - CommWest #xxxx979	0.00
Checking - CommWest#XXXX342	16,799.29
<b>Total Bank Accounts</b>	<b>\$31,064.85</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>\$31,064.85</b>
<b>TOTAL ASSETS</b>	<b>\$31,064.85</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	5,997.73
<b>Total Equity</b>	<b>\$31,064.85</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$31,064.85</b>

# Coastal Quilters Guild, Inc

## Profit and Loss by Month

July 2020 - May 2021

	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Total	Budget
<b>Income</b>													
Amazon.com Smile	0.00	14.02	0.00	0.00	19.42	0.00	0.00	26.00	0.00	0.00	21.23	80.67	100.00
Donations Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Member Donations - Unrestricted	841.00	206.00	48.00	10.00	3.00	0.00	0.00	30.00	0.00	0.00	0.00	1,138.00	1,500.00
Member Donations--Special	50.00	190.00	95.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	335.00	200.00
<b>Total Donations Income</b>	<b>\$ 891.00</b>	<b>\$ 396.00</b>	<b>\$ 143.00</b>	<b>\$ 10.00</b>	<b>\$ 3.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 30.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 1,473.00</b>	<b>\$ 1,473.00</b>
Fabric Sale	0.00	0.00	0.00	1,407.00	1,327.00	524.00	0.00	0.00	0.00	4,510.85	523.00	8,291.85	
Membership Dues	1,840.00	1,400.00	520.00	280.00	120.00	0.00	120.00	160.00	80.00	0.00	0.00	4,520.00	7,400.00
Newsletter & Directory Mailing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70.00
Mailing Directories	22.00	16.00	10.00	6.00	4.00	0.00	6.00	0.00	0.00	0.00	0.00	64.00	180.00
Mailing Newsletter	45.00	45.00	45.00	30.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	195.00	-116.00
<b>Total Newsletter &amp; Directory Mailing</b>	<b>\$ 67.00</b>	<b>\$ 61.00</b>	<b>\$ 55.00</b>	<b>\$ 36.00</b>	<b>\$ 34.00</b>	<b>\$ 0.00</b>	<b>\$ 6.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 259.00</b>	<b>\$ 0.00</b>
Special Events Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Axcess Book Income	0.00	0.00	0.00	0.00	0.00	0.00	148.20	0.00	61.75	0.00	0.00	209.95	
Mask Making Project Sales	1,087.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,087.62	
Opportunity Quilt Income	200.00	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	220.00	1,000.00
Postcard Project Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	140.00	140.00	500.00
<b>Total Special Events Income</b>	<b>\$1,287.62</b>	<b>\$ 20.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 148.20</b>	<b>\$ 0.00</b>	<b>\$ 61.75</b>	<b>\$ 0.00</b>	<b>\$ 140.00</b>	<b>\$ 1,657.57</b>	<b>\$ 1,657.57</b>
Workshops Income	0.00	420.00	1,190.00	730.00	50.00	800.00	590.00	110.00	145.00	355.00	60.00	4,450.00	4,600.00
<b>Total Income</b>	<b>\$4,085.62</b>	<b>\$2,311.02</b>	<b>\$1,908.00</b>	<b>\$2,463.00</b>	<b>\$1,553.42</b>	<b>\$1,324.00</b>	<b>\$ 864.20</b>	<b>\$ 326.00</b>	<b>\$ 286.75</b>	<b>\$ 4,865.85</b>	<b>\$ 7,444.23</b>	<b>\$20,732.09</b>	<b>\$20,732.09</b>
<b>Gross Profit</b>	<b>\$4,085.62</b>	<b>\$2,311.02</b>	<b>\$1,908.00</b>	<b>\$2,463.00</b>	<b>\$1,553.42</b>	<b>\$1,324.00</b>	<b>\$ 864.20</b>	<b>\$ 326.00</b>	<b>\$ 286.75</b>	<b>\$ 4,865.85</b>	<b>\$ 7,444.23</b>	<b>\$20,732.09</b>	<b>\$20,732.09</b>
<b>Expenses</b>													
Committee Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Challenge	0.00	21.80	105.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	126.80	200.00
Community Projects	0.00	0.00	259.80	0.00	0.00	0.00	0.00	0.00	0.00	450.00	0.00	709.80	1,400.00
Library	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	83.46	0.00	83.46	
<b>Total Committee Expenses</b>	<b>\$ 0.00</b>	<b>\$ 21.80</b>	<b>\$ 364.80</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 533.46</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 920.06</b>	<b>\$ 920.06</b>
Membership Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Directory/Brochures, Copies & Software	0.00	0.00	198.45	0.00	181.13	0.00	0.00	0.00	0.00	0.00	0.00	379.58	600.00
<b>Total Membership Expense</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 198.45</b>	<b>\$ 0.00</b>	<b>\$ 181.13</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 379.58</b>	<b>\$ 379.58</b>
Newsletter Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Newsletter Copies	12.57	11.83	12.57	30.36	0.00	14.09	13.75	13.39	13.39	16.56	16.56	155.07	180.00
Newsletter Postage	0.00	0.00	0.00	0.00	0.00	0.00	85.85	0.00	0.00	0.00	0.00	85.85	120.00
<b>Total Newsletter Expense</b>	<b>\$ 12.57</b>	<b>\$ 11.83</b>	<b>\$ 12.57</b>	<b>\$ 30.36</b>	<b>\$ 0.00</b>	<b>\$ 14.09</b>	<b>\$ 99.60</b>	<b>\$ 13.39</b>	<b>\$ 13.39</b>	<b>\$ 16.56</b>	<b>\$ 16.56</b>	<b>\$ 240.92</b>	<b>\$ 240.92</b>

	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Total	Budget
Operating Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dues and Subscriptions	0.00	149.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	149.90	200.00
Fees Admini/State/Bank	0.00	0.00	45.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70.00	150.00
Fees PayPal/ Square	3.10	14.48	26.29	15.84	1.40	21.00	11.20	4.72	5.39	60.67	1.48	165.57	150.00
Insurance	0.00	0.00	604.50	0.00	0.00	0.00	0.00	0.00	35.00	0.00	0.00	639.50	540.00
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	257.75	257.75	207.75
PO Box & Postage	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	209.00	264.00	200.00
SCCQG	0.00	0.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00	400.00
Storage	885.00	0.00	0.00	885.00	0.00	0.00	885.00	0.00	0.00	885.00	0.00	3,540.00	3,540.00
Treasurer	215.00	0.00	118.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	333.83	300.00
WebSite & Computer Exp	0.00	0.00	0.00	0.00	0.00	0.00	59.99	0.00	0.00	0.00	474.69	534.68	300.00
<b>Total Operating Expense</b>	<b>\$1,158.10</b>	<b>\$ 164.38</b>	<b>\$ 834.62</b>	<b>\$ 925.84</b>	<b>\$ 1.40</b>	<b>\$ 21.00</b>	<b>\$ 896.20</b>	<b>\$ 64.71</b>	<b>\$ 40.39</b>	<b>\$ 945.67</b>	<b>\$ 942.92</b>	<b>\$ 5,995.23</b>	
Programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Coffeebreak Programs	200.00	100.00	200.00	100.00	0.00	0.00	0.00	135.14	100.00	0.00	0.00	835.14	1,000.00
July & December Programs	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	60.00	60.00
Lecture Fee	0.00	0.00	500.00	350.00	400.00	0.00	500.00	568.00	0.00	518.00	300.00	3,136.00	2,950.00
Rent - GVCC	0.00	-560.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-560.00	650.00
Workshop Fee	0.00	0.00	400.00	300.00	800.00	0.00	800.00	700.00	0.00	550.00	0.00	3,550.00	3,600.00
<b>Total Programs</b>	<b>\$ 200.00</b>	<b>\$ -460.00</b>	<b>\$ 1,100.00</b>	<b>\$ 750.00</b>	<b>\$ 1,200.00</b>	<b>\$ 60.00</b>	<b>\$ 1,300.00</b>	<b>\$ 1,403.14</b>	<b>\$ 100.00</b>	<b>\$ 1,068.00</b>	<b>\$ 300.00</b>	<b>\$ 7,021.14</b>	
Quilt Show	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facility Charges Showground	0.00	0.00	-500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-500.00	0.00
<b>Total Quilt Show</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ -500.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ -500.00</b>	<b>0.00</b>
Sales Tax	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00	60.00
Special Events Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mask Project	28.48	0.00	154.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	182.55	100.00
Opportunity Quilt	0.00	218.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	218.54	500.00
Postcard Project Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	142.46	111.65	0.00	254.11	300.00
<b>Total Special Events Expense</b>	<b>\$ 28.48</b>	<b>\$ 218.54</b>	<b>\$ 154.07</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 142.46</b>	<b>\$ 111.65</b>	<b>\$ 0.00</b>	<b>\$ 655.20</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>\$ 1,382.53</b>	<b>\$ 95.09</b>	<b>\$ 2,295.80</b>	<b>\$ 1,481.24</b>	<b>\$ 296.24</b>	<b>\$ 2,675.34</b>	<b>\$ 1,259.48</b>	<b>\$ 14,772.13</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>\$ 170.89</b>	<b>\$ 1,228.91</b>	<b>\$ -1,431.60</b>	<b>\$ -1,155.24</b>	<b>\$ 9.49</b>	<b>\$ 2,190.51</b>	<b>\$ 515.25</b>	<b>\$ 5,959.96</b>	
Other Income	3.39	3.50	3.50	3.39	3.50	3.39	3.51	3.51	3.17	3.51	3.40	37.77	50.00
Interest Income	3.39	3.50	3.50	3.39	3.50	3.39	3.51	3.51	3.17	3.51	3.40	37.77	
<b>Total Other Income</b>	<b>\$ 3.39</b>	<b>\$ 3.50</b>	<b>\$ 3.50</b>	<b>\$ 3.39</b>	<b>\$ 3.50</b>	<b>\$ 3.39</b>	<b>\$ 3.51</b>	<b>\$ 3.51</b>	<b>\$ 3.17</b>	<b>\$ 3.51</b>	<b>\$ 3.40</b>	<b>\$ 37.77</b>	
<b>Net Other Income</b>	<b>\$ 3.39</b>	<b>\$ 3.50</b>	<b>\$ 3.50</b>	<b>\$ 3.39</b>	<b>\$ 3.50</b>	<b>\$ 3.39</b>	<b>\$ 3.51</b>	<b>\$ 3.51</b>	<b>\$ 3.17</b>	<b>\$ 3.51</b>	<b>\$ 3.40</b>	<b>\$ 37.77</b>	
<b>Net Income</b>	<b>\$ 2,629.86</b>	<b>\$ 2,357.97</b>	<b>\$ 253.01</b>	<b>\$ 760.19</b>	<b>\$ 174.39</b>	<b>\$ 1,232.30</b>	<b>\$ -1,151.73</b>	<b>\$ -6.32</b>	<b>\$ 2,194.02</b>	<b>\$ 511.85</b>	<b>\$ 5,997.73</b>		