

Draft: August 5, 2021

Approved: September 2, 2021

**Coastal Quilters Guild Board Meeting
August 5, 2021 – Virtual – 7:00pm**

Meeting called to order: 7:01pm

Board Attendees: Bee Saunders, Susan Bullington Katz, Marcia Greiten, Cynthia Manzer, Sue Orfila, Joel Blumenthal, Carole Kennedy

Committee/Guest Attendees: Mary Maxwell, Elisa Purnell, Sue Kadner, Rosana Swing

Minutes:

Board Minutes from June 2021 approved: MSC: Manzer/Greiten

General Meeting Minutes from June, 2021 approved. MSC: Greiten/Manzer

Board Minutes from July 2021 approved. MSC: Greiten/Kennedy

General Meeting Minutes from July, 2021 approved. MSC: Kennedy/Orfila

Overview and announcements, President: Bee Saunders

- Thanked Board and Committee members for getting their articles to newsletter on time.
- Thanked Sue Kadner for sending out electronic version of Board/Committee Roster
- Spoke to representative of St Andrews Presbyterian about moving our three hour meeting to a different time on second Thursday for in-person activities such as library, treasure table, handing out directory, community projects. Would still have a virtual meeting at night with speaker. More about this in Susan Katz report below.

Board Member Reports

Program Director, Susan Katz

- Update on forthcoming speakers, workshops and coffee breaks
 - Aug 12: Jen Kingwell
 - Aug 14: Sew-In: Expanded to include presentation from Community Projects Committee who will give demo on making cradle bedding and fidget quilts.
 - Aug 27: Coffee Break: Members favorite tools and books. Board/Committees encourage to contribute
 - Sep 9: Esterita Austin from New York.
 - Sep 11: Sew In: Demo of machine trepunto by Pat Masterson
 - Oct 2-3: New program from Global Connection, 18 teachers. 3 hrs Sat & Sun
- Discussion continued about the future of programs and workshops. A committee comprised of members of the program and zoom committees started meeting on May 24, 2021, to figure out how to incorporate virtual and in-person programs. See attached for report including benefits. Discussion.

Workshops, Diana Hamilton – no report

Treasurer, Marcia Greiten

- Balance Sheet and Profit/Loss for July 2021 approved. MSC: Orfila/Kennedy
- Discussion of moving funds into a new CD and how much. Motion to put \$20,000 into a new two-year. MSC: Greiten/Kennedy.
- Discussion of Proposed 2021/2022 Budget for 2021/2022. Marcia will make suggested changes and will be submitted for approval at September meeting.

Membership, Sue Orfila

- As of today we have 158 members (154 renewals, 4 new members). Paying by credit card has worked well.
- Eblast to be sent this evening to those who have not renewed advising this is their last one unless they renew. Will not get blast with link to August meeting.
- Membership forms were sent with Newsletter to those who do not have email.

PR/Social Media/Fundraising Reports, Nancy Butterfield – no report

Corresponding Secretary, Cynthia Manzer

- Nothing special has come in but did get information for sending Guild's condolences to Herb Baron's family.

Recording Secretary, Suzanne Kyre – no report

Parliamentarian, Joel Blumenthal – no report

Committee Reports

Community Projects, Mary Maxwell

- Committee Suggestions:
 - Work on cradle quilts if you're planning to use your own materials. Watch for an announcement of additional cradle quilt materials being available.
 - Committee has kits for veteran's quilts. Kits can be picked up at Linda Estrada's house. If that does not work, give one of us a call and kits will be delivered. Lots of red white and blue fabric available to make veterans quilts.
 - Fidget quilts are needed
- Dora Cary, Orange Dot Quilts, has opened a small shop in Paso Robles. Gave Guild pattern, fabric and discount card to use for a door prize. Willing to give each month.

Quilt Show 2022, Nancy Butterfield & Eileen Lewandowski – no report

Newsletter, Elisa Purnell

- Thanks to those who got their articles in.
- Still looking for Newsletter Editor
- Asked who is on Review Committee? Sue Kadner reported it is president (Bee), Program Director (Susan Katz) and those involved with distributing newsletter (Mary Ringer, Bonnie Barber and Sue Kadner). Draft should also go to all

Board/Committee members to confirm 1) article in newsletter and 2) article is correct.

- Bee questioned whether deadline for newsletter should be moved up to Sunday after General Meeting or left as is at the third Sunday of the month. Elisa said to leave it as third Sunday of the month.

SCCQG, Rosana Swing

- No SCCQG meeting until November.
- Need to update a couple of Board names on SCCQG website.

Satellite Groups, Sam McIlraith - no report

Webmaster, Bee reporting for Bonnie Barber

- Link to Show & Tell photos from Coffee Break on the website. Should they go somewhere else? (Not answered)
- Backdated minutes: Bonnie going to put the 20/21 Board and General Minutes on website. Minutes from 1989 to 2000 scanned in and are further down on the 'to-do-list to post.

Library, Bee reporting for Mary Faria

- Still planning on being at St Andrews the second Thursday of the month from 11:30-12:30

Block of the Month, Kika Hutchings – no report

Door prizes, Bee reporting

- Lynn Manchester will be taking on this committee position; newsletter and website need amending accordingly.

Other Discussion Items

- Strategic Planning re: virtual/in-person meetings moving forward - Susan Katz: See report above.
- Axxess needs to know by September if we are going to sell books. Going back to product, cash/check only, in-person sales. Sue Kadner will put note in September newsletter asking for someone to take on this project.
- Sue Kadner reported that Carol Fay will be helping with e-blasts while Sue traveling. If have info, send to both Carol and Sue.
- Next Board meeting Thursday September 2nd, 7pm (via Zoom). Having Board meeting first Thursday of month means there are times we might not have financial reports.

Meeting adjourned 8:36pm

Respectfully submitted by Sue Kadner standing in for Suzanne Kyre

Coastal Quilters Guild, Inc
Profit and Loss by Month
 July 2021

	Jul 2021	Total
Income		
Donations Income	0.00	0.00
Member Donations - Unrestricted	808.00	808.00
Total Donations Income	\$ 808.00	\$ 808.00
Membership Dues	3,440.00	3,440.00
Newsletter & Directory Mailing	0.00	0.00
Mailing Directories	64.00	64.00
Mailing Newsletter	60.00	60.00
Total Newsletter & Directory Mailing	\$ 124.00	\$ 124.00
Special Events Income	0.00	0.00
Postcard Project Income	25.00	25.00
Total Special Events Income	\$ 25.00	\$ 25.00
Workshops Income	255.00	255.00
Total Income	\$ 4,652.00	\$ 4,652.00
Gross Profit	\$ 4,652.00	\$ 4,652.00
Expenses		
Newsletter Expense	0.00	0.00
Newsletter Copies	15.66	15.66
Total Newsletter Expense	\$ 15.66	\$ 15.66
Operating Expense	0.00	0.00
Fees Admin/State/Bank	20.00	20.00
Fees PayPal/ Square	22.69	22.69
Insurance	25.00	25.00
Public Relations	39.54	39.54
Storage	885.00	885.00
Total Operating Expense	\$ 992.23	\$ 992.23
Programs	0.00	0.00
Coffeebreak Programs	200.00	200.00
Total Programs	\$ 200.00	\$ 200.00
Sales Tax	780.00	780.00
Total Expenses	\$ 1,987.89	\$ 1,987.89
Net Operating Income	\$ 2,664.11	\$ 2,664.11
Net Income	\$ 2,664.11	\$ 2,664.11

Wednesday, Aug 04, 2021 09:31:45 AM GMT-7 - Cash Basis

E:\Reports\Monthly Profit and Loss 2021-22\[Profit & Loss July 2021.xlsx]Profit and Loss by Mo

Coastal Quilters Guild, Inc

Balance Sheet
As of July 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
CD-120100-Comm West Bank	0.00
CD-124100-Comm West Bank	0.00
Checking - CommWest #xxxx979	0.00
Checking - CommWest#XXXX342	36,247.04
Total Bank Accounts	\$36,247.04
Other Current Assets	
CD-119804-CommWest	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$36,247.04
TOTAL ASSETS	\$36,247.04
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Opening Balance Equity	0.00
Restricted Funds	8,515.81
Unrestricted Net Assets	25,067.12
Net Income	2,664.11
Total Equity	\$36,247.04
TOTAL LIABILITIES AND EQUITY	\$36,247.04