

**Draft – March 22, 2023**  
**Final – April 17, 2023**

## **Coastal Quilters Guild Board Meeting** **March 16, 2023 virtual -7:00 p.m.**

Meeting called to order: 7:03pm

Board Attendees: Bee Saunders, Nancy Butterfield, Bonnie Barber, Susanne Kyre, Cynthia Manzer, Carole Kennedy

Committee/Guest Attendees: Elaine Rottman, Eileen Lewandowski, Traci Cope, Rochelle Schneider

### Minutes:

- February General Meeting minutes approved MSC Butterfield/Barber
- February Board Meeting minutes approved MSC Manzer/Butterfield

### **Board Member Reports**

#### **Nancy Butterfield, Program Director**

- April 13th - (Live) Jean Impey “An Insider's View of the Fabric Industry”
- May 11th - (Live) Quilt Project Gold Coast
- June 8th - (Live) 2023 Challenge (tba). We still need a Challenge Chair, Bee will mention this in the newsletter, Bonnie will ask Pat Masterson
- July 13th - (Live) Verushka Zarate, Pride and Joy Quilting “My Creative Process”
- August 10<sup>th</sup> – Picnic
- September: Julia McLeod: Working with Silk
- Bee suggested a fabric swap or swap table at the Guild meeting for members to swap silk fabric for this workshop

#### **Bonnie Barber, Workshops**

- 12 sign-ups so far for the March Sew Day
- 6 People so far signed up for the April 14, In-Person workshop with Jean Impey, need 10
- Cost for the July workshop will be \$50, non-member signups will open about 1 month before the workshop, members can sign up now

#### **Sandra O’Meara, Treasurer (not present, report submitted in writing)**

- Per the Balance Sheet the Cash balance in Checking is \$15,442. Good news - we have money! Per the Income and Expense Statement - This report shows the Income and Expenses for February in the first column, and the Year-to-Date Total Income and Expenses from July 1, 2022 through February 28, 2023 in the second column.
- The Year-to-Date column is compared to the Annual Budget (for all 12 months) in the third column. In the last column on the right, you can see the amount we are Under or Over our Annual Budget so far this year.

- Please note that WORKSHOP INCOME through February is \$3,550.
- On page 2 at bottom, you can see that WORKSHOP FEE EXPENSES through February are \$2,263.
- One of our largest Guild Expense lines is how much we pay for STORAGE.
- I see that there is an upcoming Guild Fabric Sale set for Saturday, June 24. This is a wonderful opportunity to help raise funds for our Guild, and will possibly (?) reduce the things that are being stored.
- Finally, please note at bottom of page 3, that through February we have a small profit of \$1,822. Our goal is to break even and it appears we are very much on track to our goal!
- Treasurer's reports - Balance Sheet and Income and Expense - MSC Butterfield/Manzer

### **Jennifer Frangos, Membership (not present, report submitted in writing)**

- 199 Members have renewed
- Directory (and addendum) now available!
- March had 27 participants on Zoom, c.42 in person (some forgot to sign in), and 4 visitors
  - **The Guild is out of new member badge holders**
    - After looking through the guild closet at Live Oak, and talking with members of Community Projects who know the contents of other guild storage locations, it seems we need to order new holders.
    - According to a link (PC/nametag), sent to me by Sue Kadner who thought this might be the previous ordering site, my first review of the site provides a similar 4x5 1/8 name tag holder with 4x3 badge space, 50 to 99 @ \$3.14 ea (\$157) and 100 to 150 @ \$2.99 each (\$299). Add a set up fee of \$55, and we get one color for holder plus another color for guild branding on the holder. We had 15 new members during 22/23 renewal period. So perhaps 50 units is plenty for 2-3 years.
    - Supplemental option: Ranell has graciously and creatively offered to design a pattern to make quilt fabric badge holders, presenting at April meeting at Live Oak
- Request for purchasing new badge holders was approved

### **Elaine Rottman, Public Relations**

- I have been posting on social media to share photos from your presentation and to promote the Jean Impey workshop.

### **Corresponding Secretary, Cynthia Manzer**

- We received a check for \$275, a donation to the guild by Barbara Aspen's family
- Thank you letters for donations were sent
- Discussion of adding an "in Memoriam" section to the newsletter

### **Bee for Carol Faye, acting Parliamentarian**

- We still need a nominee for President and Public Relations Chair. Deadline for nominations is the filing deadline for the newsletter

## Committee Reports

### Community Projects – Rochelle Schneider

- Will provide kits and items from the Guild locker at the Sew Day.
- Nancy might have pop-up project

### SCCQG - Rosana Swing

- Meet the Teachers will be a virtual presentation on April 8, 2023. View this SCCQG link for programming ideas: <http://www.sccqg.org/teacher-info.htm>. This is a list of the SCCQG Teacher Members, not necessarily the teachers who may be present on April 8th. SCCQG March newsletter said the show of SCCQG member quilts was a success.

### Satellite Groups – Eileen for Sue Orfila

- Had a meeting with new members to form a new Satellite Group (existing ones are full). New Satellite Group will have their first meeting on March 27

### Webmaster – Bonnie Barber

- Board members are encouraged to look at photos on the Guild website

### Zoom – Bonnie for Susan Katz

- The committee is meeting regularly before every General meeting
- Met with Suzy Pelowski to plan the Challenge meeting
- Jennifer is working on who to do the voting for the Quilt Challenge (room and zoom at the same time). They will meet again on April 19 to reach a final decision.
- Bee prefers not to have photos of the Challenge entries sent out in advance
- Susan Katz will be roving reporter at the Challenge meeting

### Library – Tracy Cope

- 2 People asked Tracy about buying new books for the library. Tracy asked the board if there are funds for purchasing library books. Bee checked, there are \$100 in the library budget for book purchases
- Cynthia suggested to put an article in the newsletter requesting suggestions from members for book purchases
- The library has received a lot of book donations

### Other items for discussion:

- Fabric sale
  - June 24th at St. Andrew's Church - fabric, books, postcards, boutique
- Discussion regarding workshop fees

In 2020, there was discussion about raising the workshop fee that did not entirely get included in the minutes. This motion is an effort to allow for situations where the workshop fee might need to be higher than \$50. As Program Director, it is my intention to strive to keep the fee at that level, but to have the leeway to increase it need be.

PROPOSED MOTION: It is the intention of the Board that workshop fees be set at an amount that covers, at a minimum, the Instructor's Fee. Whenever possible, fees for Guild Workshops shall be set at \$50.00 per person. In cases where the fee would need to be greater or less than \$50.00, the Program Director will seek Board approval.

The board discussed this motion and voted on it: MSC Butterfield/Kennedy

Closing and reminders

- Next board meeting Thursday April 20, 7pm via Zoom
- Newsletter deadline Sunday March 19

Meeting adjourned at 8:12pm  
Respectfully submitted, Susanne Kyre