

Draft – Feb 22, 2024

Final -

Coastal Quilters Guild Board Meeting Minutes February 15th, 2024

Zoom Link: <https://us06web.zoom.us/j/85161991769?pwd=Nks5L29oMVBxQ2lCWjRpaXR6aDkrQT09>

Meeting ID: 851 6199 1769 Passcode: 606813

Called to Order at 7:03 pm by Barb LaPlante

Roll Call:

Board Members: Chris Knight, Jennifer Hendrickson, Nancy Butterfield, Bonnie Barber, Sandy O’Meara, Barbara LaPlante, Polly Matsuoka, Carole Kennedy, Bonnie Barber

Members: Susan White, Sue Kadner, Eileen Lewandowski, Ranell Hansen

Approval of Minutes:

- January 11th, General meeting minutes by Jennifer Hendrickson
- January 18th, Board meeting minutes by Jennifer Hendrickson

Treasurer’s report; Sandy O’Meara

- Approval of January financial reports
- Opportunity Quilt made >\$1000
- Bus trip almost broke even
- Raffle basket ladies brought in another \$80, and each month they keep it coming
- Money for the quilt show vendors is starting to come in and things are looking good.

Membership report; Carole Kennedy

- 193 members as of 2/15/24
- 51 members attended in person at the February 8th meeting. (Signed in and in Person), with 27 on Zoom

Program report; Nancy Butterfield

- February speaker: Jane Hayworth: “Fabric Collage What It’s All About”
- March speaker: Kathryn Pellman, “Word Salad: Fashionistas and Girlfriends”
- More details on the website

Scheduled workshops; Bonnie Barber

- February: Jane Haworth, “Pet Portraits”
- March: Kathryn Pellman, “Paper Dolls for Grownups,” on 3/15, 11 people registered
- Maria Drzeeva workshop has 5 people registered right now.
 - will have the kits available on her etsy shop that will ship with free shipping.
 - 15 pages of instructions available for the postcard class.

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- She is a great artist and does watercolor, knitting and other things. We might have a bit of a trunk show as part of her program
- Once paid for the class, the instructions will be sent out

Guild Business: Barb LaPlante

- Fabric Sale
 - Ranell Hansen has agreed to chair a fabric sale on April 20th at St. Andrews.
 - Starting at 7 am \$175 (will go up to \$200 soon)
 - We will do one day only to save money on the venue.
 - Coordinated with Sandy so that it will be paid for in advance
 - She solicited help by circulating a clip board after making an announcement at the meeting.
- Road to California
 - We received the refund for unused tickets for the Road to California Bus trip, but still did not quite break even.
 - Unexpected extra charges had to be paid (bus parking)
 - We attributed one of the members' payments to the wrong member and thus had one fewer attendee.
 - Next meeting we will talk about the refund policy and the gift certificate policy

Next month Barb might need to attend the meeting via zoom

Door Prizes: Linda Estrada and Marilyn Martin

\$80.00 was collected at the 2/8/24 Guild meeting. Linda and Marilyn are willing to chair Door Prizes for the next Guild year.

Motion to approve the Consent Agenda; including minutes from January 2024 and the January financial reports: MSC Butterfield/Barber

Speaker Liaison: Polly Matsouka –

- Members have hosted some of our speakers and Suzy Pelovsky will be hosting the speaker for March. They have saved us some big money!
- Polly will email Barb a complete list of the people who have hosted our speakers this year for the newsletter
- A thank you is sent with a gift certificate for a free workshop from Polly to these members that host.
- Thank you cards have been promptly sent, by Polly, to these member hosts and are currently up to date.

Parliamentarian; Kristen Watts (not in attendance)

Public Relations Coordinator; Chris Knight

- We have a steady stream of new members, good job Chris!
- Will be posting details of the fabric sale soon

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Corresponding Secretary; Isabel Downes (not in attendance)

Committee Reports:

Zoom Committee/ Coffee Break: Barb LaPlante for Susan Bullington-Katz

- February Coffee Break will feature our favorite quilts, finds and ideas from Road to California Quilt Show
- Discussion of potential virtual workshops, to be continued later including the following...
 - Virtual workshop speakers come that would be paid by attendees, possibly on a Sat?
 - Money for more in depth tutorials on the coffee break? \$100 like during covid?
 - Could the coffee break sponsor a workshop? Maybe on the months that we do not have a workshop, like the challenge month or the summer picnic months
 - We could reach a larger audience and target more people to be members that may not be local
- Help find something for every member, including the non tech people.

Website; Bonnie Barber

- Still need to give more thought to the website committee
- Photos and videos have been added to our Website, anyone can have a look!

Fabric Sale; Ranell Hansen

- Lots of people signed up at the meeting to help with the sale
- Nora McMeeking's donation is being sorted and will be there for the sale
- Linda Bird's (gorgeous) garage is available for storage and sorting of fabric to prepare for the fabric sale.
- Sandra will NOT be able to attend the sale, but willing to train or work with members ahead of time.
- Need a volunteer to be the cash person for that day
- Meeting for the fabric sale will be TBD via zoom.

Community Projects Committee: Susan White

- 14 Quilts given to Villa Magella and also received 17 lap quilts at the meeting to community quilts.
- Visiting nurses will come to the March meeting to accept some veteran's quilts.
- Fabric sorting has been in full swing to prepare for the sale
- About half of the shelving is sorted now by color and size
- Community quilts anticipate being ready for the fabric sale in April.

Satellite Group Coordinator; Sue Orfila

- Sue will not continue in this role, need to find someone with the nominating committee.

SCCQG Representative; Rosana Swing (not in attendance)

Library; Traci Cope (not in attendance)

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Block of the Month; Kika Hutchings (not in attendance)

Newsletter; Eileen Lewandowski

- Articles are due by Sunday, Feb 18th.

New Business

Quilt Show meeting recap by Nancy Butterfield and Ranell Hansen

- Feb 22 @ 7pm via zoom will be the next meeting.
- Marcia Greiten – presale tickets
- NEED admissions chair & welcome desk coordinator.
- Good response for the heritage quilt exhibit so far.

Discussion of the refund policy for missed workshops and the bus trip.

- If not fully subscribed, we cannot refund the money.
- However, we could give credit or certificate for a future workshop.
- We do not want to do this for every case, but the bylaws allow exceptions on a case-by-case basis.

Two Gift Certificates to be issued to members based on individual case review

- Member had COVID and family death, Jennifer Hendrickson proposes a gift certificate is given for a free workshop, and the board supports the motion.
- Member became ill suddenly and could not attend Bus Trip. Barb LaPlante proposes giving the Member a Workshop Gift Certificate in recognition of the amount of effort and planning help with the bus trip. The Board supports the motion.

Gift Certificate Discussion

- An expiration date for certificates is needed! Is 1 year sufficient?
- Gift certificates are still expenses! They are still a cost to the guild.
- Gift certificates are also income when they are cashed in or spent.
- Gift certificates need to be tracked by the treasurer
- The gift certificate itself should be a standard format and size and needs to have...
 - Who is the certificate for?
 - What is the value of the certificate?
 - Expiry date? 1 year vs 18 months
 - Signature of authorization
- Polly moves to change the policy that gift certificates need the President to sign gift certificates so that any board member may sign the certificates but must report the certificate to the treasurer. Motion and vote postponed, verifying the current policy for the gift certificates.

Meeting Time Change: Chris makes a motion to have the board meetings start at 6:30pm. MSC Knight/O'Meara. All members present agreed and the next board meeting will be held at 6:30pm on March 21, 2024.

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Meeting is adjourned at 8:35pm MSC Kennedy/O'Meara

Respectfully submitted,

by Jennifer Hendrickson, recording secretary