

Quilters Unlimited Steering Committee Meeting Minutes

March 13, 2018

18 - Steering Committee Members Present –Marsha Walper, Christine Walsh, Tara Goodman, Sue Isaac, Judy Rainbrook, Carol Eskola, Jean Brenner, Hattie Pennie, Michele Hackmeyer, Barbara Wiggins, Karen Kunz, Wendy Stone, Karen Skinner, Janice France, Ruth Cuzzart, Kerry Cohen, Susan Skornia, Diana Kaiser

Kerry called the meeting to order at 7:00 PM.

It was determined that there was a quorum for the meeting

Approval of Minutes - Kerry advised that minutes from the January - 2018 Steering Committee Meeting were circulated via email. Wendy Stone noted error in the second paragraph on page 2 with the reference to 501 (c) (3) that should have been 501 (c) (4). Wendy will revise the minutes accordingly. The meeting minutes as amended were approved unanimously.

President's Report

Announcements - Kerry mentioned a concern raised related to information published in the online newsletter. A lengthy discussion ensued and it was determined that information published in the online newsletter is to be positive and informative and will not contain any personal information, ie., names, emails or addresses. There was also a discussion on improvement of the website. Tara Goodman recommended quick links on the website to help with navigation.

Mailbox Key - It was determined that there is only 1 key to the mailbox and Karen Skinner volunteered to have another key made. The President and Membership Chair will receive keys. Sue Isaac will update the website to include key distribution.

Neonatal Info on Website - Kerry distributed a letter received from Abbie MacIver, the granddaughter of Erdine Schaefer a former Walmart employee that recently passed away. Ms. MacIver stated that her grandmother was responsible for starting the Walmart neonatal quilt program and requested that the Guild make a clarification on the website about the neonatal program to add her grandmother's name. It was determined that Kerry will respond to Ms. MacIver and advise that we are unable to accommodate the request.

DAR Award – Kerry received the Certificate and a Pin from DAR. It was recommended that the certificate be placed in the Presidents notebook and the Pin be placed on the fabric "torch". It was also suggested that a scan of the certificate and pin be included in the newsletter.

Audit Committee – Peggy Clark and Linda Brooks have volunteered and will begin the audit for 2017.

Treasurer's Report

Janice France presented the 2018 Budget to Actual Report through March 5, 2018, for review and informed the SC of the account balances. It was noted that Fiscal Planning Committee will be appointed after the 2017 audit is complete. Jean Brenner advised

that Sharon Chambers has not submitted expenses for reimbursement, despite numerous attempts to reach her. It was agreed that we will send Sharon payment for services and expenses that we have confirmed via certified mail return receipt.

Membership Vice President's Report

Karen Skinner advised that we currently have 165 paid members. There was an issue with Paypal earlier this year with processing membership payments but the problem has been resolved. Karen explained that it is challenging to process payments for annual membership dues and new members, as a newly elected Membership VP. Barbara Wiggins recommended a co-chairman but after a lengthy discussion it was suggested that the issue be tabled until the next meeting. Any suggestions for resolution of the issue may be sent to Karen Skinner.

Old Business

Workshop Policy – Revisions to the workshop policy were circulated for review. Wendy Stone made a motion to accept the revisions and Diana Kaiser seconded the motion. The motion was passed unanimously.

Guest Fee for May National Speaker Meeting – Karen Kunz explained that other guild events that she has attended charge non-members a fee to attend. There was a discussion about charging guests to attend. Wendy made a motion that we check each person at the door to confirm paid membership and charge guests \$15.00 for the May 2018 meeting. Sue Isaac seconded with a new motion to reduce the fee to \$10.00. Carol Eskola seconded with the revisions. Wendy's motion was voted on and there were 11 yes and 2 opposed. Sue's motion was voted on and there were 13 yes and 5 opposed. The motion to charge guests \$10.00 to attend the May 2018 meeting was passed.

2019/2020 Speakers Teachers – Ellen Lindner will be guest speaker at the March 14, 2019 meeting and will be teaching workshop on March 15 and 16, 2019. Susan Cleveland has agreed to speak on April 9, 2020, and will teach workshops on April 10th and 11th. Contract for Susan has been sent but has not been signed and returned yet.

Committee Reports

Museum Show - Barbara Wiggins has a meeting at museum later this week. Sue Isaac agreed to take a look at online registration to be sure it's working properly. Barbara explained deadlines for entries. Everyone that submits a quilt will participate. Barbara will request Do Not Touch signs from the museum. Karen suggested that new gloves be purchased. It was also suggested that a sign be posted that states the money donated for the opportunity quilt and the silent auction is used for education.

Travel Coordinator – Christine Walsh provided an update for the bus trip on September 22, 2018. The cost is \$35.00 and we need more people to register. Karen Skinner suggested advertising that Paypal could be used as an option to pay with credit card. This matter will be discussed at the next meeting.

New Business

Silent Auction – Kerry circulated a proposed revision to the Silent Auction Committee Policy. Judy Rainbrook made a motion to strike paragraph 7 and Karen Skinner seconded the motion. The motion was passed unanimously. Susan Skornia brought up the issue of a

situation last year in which the bidders of a quilt did not want the quilt and did not pay for it. A Guild member ended up purchasing the quilt for \$60.00 and does not want it. It was suggested that she donate the quilt for the silent auction this year. There was a lengthy discussion about the bidding process for the silent auction and how to ensure integrity of the bidding process.

Sunshine Committee – Kerry circulated the Sunshine Committee Policy for review. Tara Goodman made a motion to accept the Sunshine Committee Policy and Barbara Wiggins seconded the motion. The motion was passed unanimously.

Helping Hands Chair – This position is vacant. Carol Eskola made a motion to strike the position this year. Sue Isaac seconded the motion. The motion was passed unanimously.

Bylaws and P&P – Master File/Editor – Kerry will forward changes to policies in word version to Sue for posting.

New Business – Carol Eskola explained that the Bits and Pieces Group has several orphan quilts that need to be quilted and suggested an article to solicit volunteers and fabric donations. Barbara Wiggins suggested an email blast to the membership. It was suggested that we consider embedding a reply button so that recipients do not “reply to all”. Karen Skinner will assist with collaborating email blast.

Janice France advised that quilts of valor need to be finished by June and a list of recipients. Each quilts needs a presentation fabric case that coordinates with the quilt. It was suggested that an article be drafted for the newsletter.

Carol Eskola made a motion to adjourn the meeting. Sue Isaac seconded the motion. The motion was pass unanimously.

The meeting was adjourned at 9:05 PM.