

## Quilters Unlimited Steering Committee Meeting Minutes

November 2, 2023

Meeting held at Leroy Collins Public Library, Meeting Room B

- 1) Thirteen members were in attendance, to include 2023 Elected Officers, Standing and Support Committee Chairs: Peggy Clark, Janet Taylor, Sue Isaac, Peggy Allen, Deborah Kelly, Rachel Smith, Karen Kunz, Linda Stright, Michele Hackmeyer, Pam Doffek, Kerry Cohen, Teresa Bostwick and Vicki Wooldridge.

Peggy Clark called the meeting to order at 6:00 pm.

- 2) The August 2023 minutes were put forth for review and approval. Michele Hackmeyer moved to accept the minutes as written, and Pam Doffek seconded the motion. All were in favor and the minutes were approved.

New Business:

- 3) Vicki Wooldridge announced she must step down as the Chairperson of the 2024 Opportunity Quilt, as well as consideration for the post of President Elect.
- 4) Teresa Bostwick was introduced as the 2024 Chair for both the Block of the Month and the Door Prizes.
- 5) Rachel Smith advised that the current Budget is on track and planning is taking place for the 2024 Budget. The Guild is still waiting for payment from Lemoyne as it relates to the Silent Auction proceeds. Pam Doffek has been in communication with Lemoyne regarding lack of payment and will continue to monitor. A current Certificate of Deposit (CD) is coming due and will be renewed at a higher rate, with a 6-month term. Pam Doffek made a motion to increase the CD amount, to \$15,000. Sue Isaac seconded the motion. A vote was taken, and the motion passed. Pam Doffek stated that the annual audit needs to be scheduled after the first of the year, February or early March work best.
- 6) Sue Isaac, Chair of 2024 Quilt Show, stated an immediate need for the Security Deposit check for the Fairgrounds. Sue plans to visit the Fairgrounds and determine if the Pipe and Drape equipment, which can be provided by the Fairgrounds, will be sufficient to hold the weight of 2 bed size quilts. Otherwise, an order with a local rental company will need to be executed and require a non-refundable deposit. Michele Hackmeyer made a motion to provide deposit checks as needed. Teresa Bostwick seconded the motion. A vote was taken, and the motion passed. Sue has created a Quilt Show hash tag: #QU24SHOW. Sue asked members to conduct searches for the hashtag to increase visibility.
- 7) Details on the availability of Temple Israel in 2024, as well as the need for security and the possibility of a rent increase will be determined this month. Discussions ensued regarding an alternative venue and the annual member fees needed to cover the meeting expenses.
- 8) Expense items of consideration that need an upward adjustment include Square Fees and Licenses/Taxes. These items should be offset by increased boutique sales and quilt show

entrance fees. An expense line item for Meeting security will be added to the new budget. Peggy Clark conveyed that the 2024 Workshops Co-Chair, Cheryl Gratt suggested that the current line budget for workshops can be lowered to \$1,200. Michele Hackmeyer stated that the \$0 line item for Library can be removed for 2024. Pam Doffek made a motion for the Fiscal Planning Committee to finalize the 2024 budget, and a vote be taken by email. Sue Issac seconded the motion; a vote was taken, and the motion passed.

9) Notebook distributed to Teresa Bostwick.

10) The next scheduled Steering Committee meeting cannot be held at the Library Main Branch.

The meeting adjourned at 7:20 pm.

Submitted by Deborah Kelly, Secretary