

## Quilters Unlimited Steering Committee Meeting Minutes

January 18, 2024

Meeting held at Transformation Church, Café Room 2

*Janet Taylor called the meeting to order at 6:04 p.m.*

### 1. Quorum (8 or more)

- Twelve (12) members were in attendance, to include 2024 Elected Officers, Standing and Support Committee Chairs: Janet Taylor, Michele Hackmeyer, Kerry Cohen, Karen Kunz, Cheryl Gratt, Rachel Smith, Peggy Clark, Ellen Fournier, Jennifer Darnell, Ann Gaber, Cheryl Fontenot
- Janet Taylor briefly reviewed Roberts Rules of Order.

### 2. Minutes of November 2, 2023 meeting

- The November 2023 minutes were put forth for review and approval. Michele Hackmeyer moved to accept the minutes as written. Rachel Smith seconded the motion. All were in favor and the minutes were approved.

### 3. Help Wanted – Janet Taylor

- We are still in need of an Opportunity Quilt Coordinator. A person will need to be designated to take it home each month until an Opportunity Quilt Coordinator is found.
- Janet Taylor has been filling in as Program Coordinator. Programs for May, June, September and October have yet to be identified. It was agreed that program for the October meeting will be ribbon night and a celebration of the September Quilt Show's success.
- The President Elect position for 2024 has yet to be filled.

### 4. Opportunity Quilt 2025 Offer – Janet Taylor

- Wendy Adams is offering a bed size quilt, "Arabella", to be used as the 2025 Opportunity Quilt. The discussion included Sue Issac's suggestion that having a 2025 Opportunity Quilt already could be a solution to not having an Opportunity Quilt Coordinator. Sue Issac mentioned that the Guild accept Wendy Adam's offer and make her quilt the 2025 Opportunity Quilt. Ellen Fournier seconded the motion. All were in favor and the motion was approved.
- Wendy is donating an additional quilt which could be included in the silent auction for the September show.

### 5. Opportunity Quilt Update – Peggy Clark / Sue Issac

- Peggy Clark will continue to sell tickets and sign them out at meetings.

### 6. Budget Review – Peggy Clark / Rachel Smith

- Peggy Clark is concerned that postage for mailing directories may need to be increased.
- Alternatives to printing the directory were discussed. Making the directory available to members only on the website would require strong security. Both websites and emails can be hacked. Kerry Cohen advised that if a decision is made to make the directory available via

website or email it needs to be made by October 2024 so membership can be made aware that their information is going to be made available digitally and be provided the opportunity to opt out. Sue Issac suggested that the option should be to “opt in” rather than “opt out”.

- Rachel Smith confirmed that LeMoyne did pay Quilters Unlimited \$385 proceeds for the silent auction.

## **7. Membership – Kerry Cohen**

- 85 people have paid membership dues to date. Directories will be available in March. People who do not pay dues will not get a directory.
- Directory printing will be expensive due to the number of pages in the directory. Kerry Cohen suggested that the cost could be reduced if information that is on the website (e.g., the Bylaws) were omitted from the directory. Sue Issac made a motion to reduce the pages in the Directory by limiting the content to member information. Ann Gaber seconded the motion. All were in favor and the motion was approved.
- Kerry Cohen proposed selling a pin with the Quilters Unlimited logo to encourage pride in Quilters Unlimited and, potentially, make a profit for the Guild. The resulting discussion included pros and cons of pins, membership cards, and Guild Business cards. It was decided that Janet Taylor will poll Guild interest in the pins and/or business cards by show of hands at the February meeting.

## **8. Workshops – Cheryl Gratt / Peggy Clark**

- Peggy Clark reported that all the interest in the Paper Piecing class is for Friday. No interest in the Saturday class. So far, 5 people have signed up but only 1 has paid.
- Cheryl Gratt has booked the Guild’s first Zoom Class: “Starting with Silk” with Julia McLeod. The class will be held in two 3-hour sessions on May 11 and May 18. The cost to the Guild is \$650. Registration will be limited to 15 and cost \$45 per person. During the first two weeks registration will only be open to Quilters Unlimited and Friendship Start Quilt Guild members, after that non-members can register for \$60. The Guild must cancel 30 days before the first scheduled class date if the class cannot be filled. Members will be told that the class must be filled by April 4. Cheryl Gratt plans to send 2 email blasts, the first announcing the class; the second reminding people to register.

## **9. Quilt Show – Sue Issac**

- Sue Issac provided a report on the Kaleidoscope of Color Quilt Show. Her report is included as an attachment to these minutes. Members who are volunteering can enter the show for free on the day they are volunteering. Otherwise, they will have to pay the entrance fee. Sponsors will get a limited number of free bands.
- Karen Kunz proposed the theme, “A Walk in the Woods”, for the 2025 LeMoyne show. There will be two shows in 2025, the one at LeMoyne and one at City Hall. The date for LeMoyne is TBD. Rachel Smith motioned that the theme for the 2025 LeMoyne Quilt Show be “A Walk in the Woods”. Sue Issac seconded the motion. All were in favor and the motion was approved.

#### **10. Temple Israel/Security – Janet Taylor**

- Rachel Smith indicated that the cost of security during Quilters Unlimited meetings at Temple Israel has not been included in the 2024 budget. Security costs \$135 per meeting. Temple Israel recommended but didn't require security. Currently the Guild is scheduling it month-to-month. Janet Taylor will ask how long Temple Israel would like security during meetings.

#### **11. Notebook Distribution – Janet Taylor**

- Janet Taylor reminded all officers to update the notebooks for their position. The hyperlink for each position on the website is underlined. Officers can click on the hyperlink, download the notebook for their position, edit the content and send the updated notebook to Jennifer Darnell.

#### **12. Boutique Show and Demos – Dawn Griffin / Janet Taylor**

- Janet Taylor described how the bodacious boutique buddies are working on kits for quilters to complete at the Bits and Pieces Sit and Stitch. The kits will be available during the upcoming Guild meetings.

#### **13. Revision to Policies and Procedures**

- Janet Hughes asked Janet Taylor to request that the Steering Committee vote to change the Guild's Policies and Procedures to reduce the number of members in the Awards Committee from seven (7) to three (3). Currently, the Awards committee is made up of a "Committee Chairperson, President-Elect, two Steering Committee members, a previous Award recipient, and two members of the general guild membership". The Peggy Clark motioned that the Award Committee members should be changed to the Committee Chairperson, the President, and one of the general guild membership. Michelle Hackmeyer seconded the motion. All were in favor and the motion was approved.

#### **14. Other Business / Adjournment**

- Sue Issac motioned to adjourn the meeting. Janet Taylor seconded it. All were in favor and the motion was approved.

*The meeting was adjourned at 7:21 p.m.*

*Submitted by Cheryl Fontenot, Secretary*

**Attachment: Quilt Show Report**



#QU24SHOW  
Report to Steering Committee  
January 18, 2024

People and things already in place:

- The Fairgrounds rental agreement is signed and the deposit is paid.
- The pipe and drape contract is signed and 50% of it has been paid.
- Kerry Cohen has agreed to make the ribbons for the show and for the Challenge quilts.
- A show email address and phone have been set up that will forward to me for use in advertising: showinfo@quilttallahassee.com and 850-848-9078
- Wrist bands and skirt hangers have been purchased.

Things in the works:

- Susan Thomson is seeking organizations from whom we can apply for sponsorship grants. (Publix has been tried, but it was too far ahead of the show dates for their system.) She will also be appealing to Rotary Club members to become sponsors, at Pam Doffek's invitation, as soon as Pam can get her on the agenda. Obviously, she can't raise all the sponsorships herself, but her own is the only one in place so far. She has asked Ellen Fournier to approach sit and stitch groups about making their group a sponsor. I have asked past presidents to contribute toward a leadership sponsorship.
- Dawn Griffin has recruited seven bodacious boutique buddies, who are making kits from donated fabric for quilters to complete for the boutique. The committee authorized her to spend up to \$150 of the show's general expenses budget for zippers, etc.
- Peggy Allen has gathered lists of vendors she is contacting to recruit for the show. She has two verbal commitments so far, but no signed vendor agreements yet. I will be handing out vendor-interest cards in case you're heading to any event that has vendors. Restrictions: no cooking, nothing flammable (no candles), beverages must be Pepsi brands sourced from the distributor only.
- Volunteers: 2 of 152 slots have been filled
- Quilts Entered: 0 of 200
- Melissa Raulston is in the final stages of testing advance ticket sales using Square and a form on our website. It will be live on our website by the February guild meeting.
- 2 of 20 Demonstration slots have been filled.

Respectfully submitted,  
Sue Isaac