**Quilters Unlimited Steering Committee Meeting Minutes**

**August 22, 2024**

*Meeting held in the first floor Room A Conference Room, Leroy Collins Public Library*

Twelve members were in attendance, to include 2024 Elected Officers, Standing and Support Committee Chairs: Janet Taylor, Sue Isaac, Rachel Smith, Marty O’Neill, Kerry Cohen, Ann Gaber, Susan Thompson, Karen Kunz, Jennifer Darnell, Ellen Fournier, Pam Doffek and Cheryl Fontenot.

Janet Taylor called the meeting to order at 6:00 p.m.

1. Janet established that there was a quorum.
2. The June 2024 minutes were reviewed and approved.

Old Business Updates:

1. The quilt, Arabella, has been approved as the 2025 Opportunity Quilt. A decision was made to sell Opportunity Quilt raffle tickets for $2 each or 6 for $5 next year. A 2025 Opportunity Quilt Coordinator is still needed.
2. Membership is now at 151. Meeting attendance has been as follows: June – 58 total, July – 53 members, August – 65 members and 4 guests.
3. A copy of the budget was unavailable for review. It has been attached to these meeting minutes.
4. Peggy Clark and Cheryl Gratt are working on a workshop for Christmas/Hanukkah Napkins. The workshop will be part class and part charity work. It will be held at Transformation Church. After discussion it was decided that Saturdays have better attendance than Fridays, so the workshop will be held on Saturday, November 9 and will be free for members.
5. Enrollment for the October 19 field trip to the Levy County Quilt Museum is short of the 26 people required to cover the cost of the trip. A motion was made, discussed and passed to cover the deficit cost of the trip for as many as 4 people.
6. Activities on the Kaleidoscope of Color, KOC, quilt show was discussed with the updates. Sue Isaac provided a written report detailing status to date.
	1. At the show the front desk will need to ask people if they stayed in a hotel as a result of coming to the show. This headcount will be needed for the Visit Tallahassee grant and will help to secure future grants for quilt shows.
	2. To date, the sponsor income is about the same as the estimated expenses.
	3. Volunteers are needed for the show as well as food for the Opening Reception.
	4. Members should wear their name tags to the show and may bring a plus one to the Opening Reception.
	5. Yard signs are being placed. Help may be required to collect them after the show.
7. Janet Taylor plans to make the September newsletter about business, specifically the need for Nominating Committee Members, a president elect, Opportunity Quilt coordinator and other chair positions.
8. Awards are in progress.
9. Janet Taylor has been working with Sam Joslin, COCA Public Arts and Exhibitions Representative, for the 2025 City Hall Show. Plans are going very well. She needs to check whether there is a fee for food at the opening reception.
10. Pages 5 through 10 of the revised Policies and Procedures were reviewed and changes agreed upon. Additional pages will be reviewed at future Steering Committee meetings as time allows. Next meeting review will start on page 11. It was decided to table discussion and decisions on the Committee structure described in Section VII., Standing, Support, and Ad Hoc Committees. Rachel Smith warned everyone that Section IX., Individual Committee Policies, will need to be discussed in detail to decide whether the content should be included in the Policies and Procedures as much of it is duplicated in the Committee workbooks which are available on line.
11. The next Steering Committee meeting will be held on November 7, 2024, at 6:00 p.m. at Transformation Church.

Meeting was adjourned at 7:35 by President, Janet Taylor.

Respectfully submitted by Cheryl Fontenot.

