**Quilters Unlimited Steering Committee Meeting Minutes**

**November 7, 2024**

*Meeting held at Transformation Church in the Fellowship Hall Café Room 3*

Thirteen members were in attendance, to include 2024 Elected Officers, Standing and Support Committee Chairs: JanetTaylor**,** RachelSmith**,** Sue Isaac,Ann Gaber**,** Karen Kunz**,** Janet Hughes, Kerry Cohen, Ellen Fournier, Peggy Clark, Pam Doffek, Marty O’Neill**,** Cathy Sandmannand Cheryl Fontenot.

Janet Taylor called the meeting to order at 6:06 p.m.

1. Janet established that there was a quorum.
2. The August 2024 minutes were reviewed and approved with one change.

Old Business Updates:

1. Sue Issac wrapped up the Kaleidoscope of Color show by completing the composition of the “Quilters Unlimited Guide for the Chairperson of the Annual Quilt Show” notebook for future show Chairs.
2. Kerry Cohen lead a discussion of the 2026 Independent Show. The Guild needs to start work on the show as it takes about a year to plan but a show Chair has yet to be named. A motion to make the theme of the show “Floral Fantasy” was made, seconded and unanimously approved.
3. Rachel Smith reviewed the highlights of the 2024 Budget vs. Actuals. The most notable was that the Quilt Show significantly exceeded profitability expectations by about $15,000. A treasurer is needed for next year.
4. Peggy Clark took the Opportunity Quilt to the Havana Show. Volunteers are needed to take the quilt to additional shows.
5. Kerry Cohen reported that there are currently 159 paid Guild members. Monthly meeting attendance has averaged in the mid- to high-sixties. Ellen Fournier will be the 2026 Membership Chair.
6. Rachel Smith reviewed the proposed 2025 budget. Discussion included, but was not limited to, the following:
   1. Membership dues is based on 150 members.
   2. Twelve (12) months of Security was added to the budget.
   3. Sue Issac noted that all but 1 person who sold quilts at the Quilt Show donated their 70% to the Guild for Philanthropy. Sue will provide the exact total amount. This amount will be added to the Philanthropy budget item with a note identifying the amount donated from the show and indicating that money not spent during 2025 will be rolled over to following year(s).
   4. Ann Gaber will be hosting bi-monthly socials to explain Guild organization and activities. The New Member Socials budget was increased by $150 accordingly.

A motion to approve the 2025 budget with discussed changes was made, seconded and unanimously approved.

1. Sue Issac made the following motion:

In light of the results from the 2024 annual show, I move that $7,000 of the income from the show be allocated to provide educational programming to Guild members at no charge, during 2025 or 2026. These funds are to be additions to, not replacements for, the amount allocated in the budget for classes and workshops. They may be spent on speaking or teaching fees, travel, housing, local transportation, and meals for one or more nationally known quilt teachers, for venue rental, and for publicity.

The motion was seconded and discussed. Discussion centered on the following:

* 1. Members came to workshops until the cost became prohibitive.
  2. A nominal fee needs to be charged for workshops so members feel an obligation to attend workshops for which they register.

The motion was amended as follows:

In light of the results from the 2024 annual show, I move that portion of the income from the show be allocated to provide educational programming to Guild members at $25 per workshop, during 2025, 2026, or 2027. They may be spent on speaking or teaching fees, travel, housing, local transportation, and meals for one or more nationally known quilt teachers, for venue rental, and for publicity. Workshops need not pay for themselves during these years.

The motion was seconded and unanimously approved as amended.

1. Janet Taylor reported that 7 people have signed up for the Christmas/Hanukkah Mug Rug/Napkin Workshop.
2. The COCA/2025 City Hall Show will be held June 3 through August 5. Janet Taylor said we only have to show up for the reception. Janet will ask Sam Joslin, COCA Public Arts and Exhibitions Representative, how she wants the quilts to be delivered prior to the show.
3. Karen Kunz detailed plans for the 2025 LeMoyne Quilt Show to be held August 21 through September 20:
   1. Quilts to be dropped off August 8 and 9.
   2. Presenters will be allocated a 64” x 75” space in which they can display a single quilt or many quilts. Space will be assigned to the first presenters who sign up.
   3. The theme is “A Walk in the Woods”
   4. The show will include Muffins and Mimosas and Artist Talk.
4. Cathy Sandmann was introduced as the new Challenge Quilt Chair. Challenge Quilts for the 2025 show will need to be submitted in July. As Chair, Cathy will be responsible for defining the guidelines.
5. Janet Hughes reported that nominations for Distinguished Quilter and Volunteer of the Year were received. Janet Hughes, Chair, Janet Taylor and Loui Trope. Each award is $50. The Distinguished Quilter will be announced at the November meeting and the Volunteer of the Year will be announced at the December meeting. The wording for submitting nominations on the website isn’t clear. Janet Hughes will give Sue Isaac (2025 Website Coordinator) correct wording.
6. Kerry Cohen reported that the following positions still need to be filled for 2025:
   1. President Elect (must have been a member for at least 1 year)
   2. Treasurer (must have been a member for at least 1 year)
   3. Chairs for the 2026 Quilt Shows
   4. Newsletter
   5. Opportunity Quilt 2026
   6. Philanthropy
   7. Programs
   8. Gift Shop Coordinator for the Quilt Show

Elections will be held next meeting.

1. Janet Taylor decided that further review of the Policies and Procedures will be omitted this meeting due to lack of time. Review will continue in the January meeting.
2. Peggy Clark discovered that the letters sent to the Guild’s Post Office box that include “VP for Membership” are returned to sender. This does not occur when “VP for Membership” is not included in the address. She suggested that the website omit “VP for Membership” from the membership address.
3. The next Steering Committee meeting will be held on January 16, 2025, at 6:00 p.m. in the Henderson Room of LeRoy Collins Library.

Meeting was adjourned at 7:50 by President, Janet Taylor.

Respectfully submitted by Cheryl Fontenot.

