

April 2024 Board Meeting Notes

Held via Zoom Apr 18, 2024

Present: Tricia Crockett, Susan Ainsworth Smith, Linda Gaudette-Sigel, Debbi Ragland, Raye Ann Yapp, Shirley Workman, Liz Prom, Delleen Kompkoff, Mary Wiseman, Julie Hale, Pam Hunt, Patti Salvey-Sunde, Lori Oathes

Indicates Action Item Name

1. Minutes from both March 2024 meetings were approved with corrections.
2. Treasurer report: Debbi reports \$21,441.63 in checking, \$10,000-plus in money market; she paid \$216 for the annual post office box, and paid the renewal to the Department of Justice CT-12 requirement (no amount stated). Discussion ensued regarding creating a direct link on the website for interested members to access guild budget information directly, as is done with board minutes. Linda G-S with Debbi
3. May member meeting program: Liz and Pam will present certified quilt judge Kathie Kerler. Media needs go to Craig; MP4 files are necessary format for visual presentation. The consensus was that Show & Share photos should be taken; if Linda G-S is not able to attend the meeting, a substitute must agree to take photos and text them to Linda.
4. Volunteer Coordinator position: Tricia researched and wrote some guidelines for this position and will send out to board members. She will post the need for a coordinator in the newsletter, and make an announcement at the next member meeting. Tricia
5. Social Media Coordinator position: Tricia stated the last guild Instagram post was in 2020. To restart posts, the guild should hold a tutorial for members; Craig would need information to set up this event. ??? who
6. Officer Candidates (VP & Secretary): Tricia asked for suggestions of candidates. VPs will post a recruiting notice in the newsletter. Pam and Liz Discussion emphasized the importance of contacting the VPs prior to scheduling a speaker and asking for speaking time to be added to a meeting agenda to make sure it won't interfere with planned program.
7. Community Outreach mini-presentation: Representative from Craft Emporium (guild business member) will be given five minutes to speak at the June member meeting. Clarification was given that because community outreach committee members aren't able to attend meetings as a group (due to travel, illness, other commitments), that each component of the outreach will present separately at select meetings to inform members of their work. On the budget, the heading "Charitable Activities" will be changed to "Stitching Comfort" in order to better reflect the accounting of the group.
8. Quilt Show: Shirley reported the guild has a contract with MVCC for Thursday, October 31 for 8:00 - 4:00 for setup, and for Friday and Saturday, November 1 and 2 from 9:00 - 4:00 for the show. See #13 below for cost breakdown and contract details. The raffle quilt should be delivered to Susan for quilting in time for the May member meeting. Ticket prices for the raffle quilt are \$4 each, or three for \$10, and seven for \$20. Member Dale Ricklefs volunteered to manage raffle quilt display locations. Shirley suggested that 20 - 30% of the proceeds from the raffle quilt sale should be used by Stitching

Comforts in any area of need; another (yet undetermined) portion should go to a proposed Virginia O'Donnell Education Fund, and the remainder should go to the general guild fund. Sponsors for the show will be prominently noted in all show advertising according to the level of monetary support. **Tricia will post sponsors and levels on the website.** Vendor fees will remain at the 2022 level due to limited floor space.

9. Member Survey: Shirley and Raye Ann proposed a survey of members to determine what they want for programs and/or classes, as well as discovering willingness to volunteer and what skills and abilities members bring to the guild. **Raye Ann will work on a survey; she will coordinate with Membership who are planning to survey new members to make sure work isn't duplicated or confusing.**
10. Summer Sale: Date is Saturday, August 3. Patti reports she has seven volunteers at this time for the sale, and asked for suggestions for recruiting and managing additional volunteers. Suggestions included forming a committee and delegating tasks. She requested funding for a sign and pop-up tents for the sale. The group supported the purchase of four 13' wide pop-ups at Costco at \$149 each. **Patti will purchase and be reimbursed by the guild.**
11. Oregonians Credit Union: Raye Ann reported that although as secretary she is not a signatory to guild accounts, the credit union is asking for sensitive financial information in order to "update accounts". Questions arose regarding the efficiency of the credit union; Debbi has worked for many years as a treasurer for other organizations and has a suggestion for a different institution if needed in the future.
12. Semi-Annual Meeting: First choice of dates is Thursday, June 13th, 4:00 - 9:00. Confirmation and more to follow.
13. Contracts: Julie discussed Quilt Show contract costs; the bulk of the contract is the same as 2022 with this year's fee a \$1,280 secured by a \$250 refundable deposit. Janitorial fees are \$50/hour; fees for table and other equipment were not immediately on hand at the time of this meeting. The General contract is for eleven months with a \$660 increase, plus \$50 per each month AV equipment is needed. (The previous agreement was for \$250 per month for AV equipment regardless of use.) The total annual contract is \$5,060 plus any monthly AV projection fees. If the board agrees, Julie should sign the contract before June to ensure we have a meeting space.
14. Additional Greeter: Michelle is still looking for additional members to help with new member greeting and orientation at their first meeting. If you're interested, please contact any board member at the emails listed on the front page of our newsletters.

NEWSLETTER DEADLINE: Monday, April 22 at 5 pm

Tricia concluded the meeting at 8:38 pm
Submitted by Raye Ann Yapp, Secretary