

Feb 4, 2023

MHQG Budget Meeting

Attendance: Shirley Workman, Barb Junor, Delleen Kompkoff, Julie Hale, Marie Anderson, Susan Ainsworth-Smith, Ann Marie Rears, Donna Taylor, Denise Bush

Susan Started the meeting at 12:10pm

Ann Marie provided a budget proposal for the 2023-2024 year. The past couple of years had expenses that were small due to Covid. Substantial increases were required this year due to getting back to normal.

The treasurer's laptop will need to be replaced eventually and will need to be updated from Quickbooks. The current laptop is old and has already had the hard drive replaced. A new computer = \$1250.00

Membership:

Bookmarks currently fall under membership expenses. Barb will have membership forms printed at Kinko's and will turn in a receipt for reimbursement. Membership forms were resized to 2 per page to save on membership expenses. A line for the date should be on the forms. Increase in membership fees is possible in the next year for 2025, to be tabled until then. For now the fee remains \$25.00.

An assistant is needed to help with the membership chairperson, especially during renewal.

Name tag expenses:

A bolt of fabric was purchased for name tags. Kay is a wholesaler and can get name tag supplies at a discount. In addition to the fabric, thread and stabilizer are needed. There will be a \$5.00 fee for replacement of lost name tags. There is no charge for name tags that have to be re-embroidered due to a misspelling of a name. We need to find members with embroidery machines to help make name tags for new members. Maybe check with the Embroidery small group.

Bottle Drop will automatically send a check when the amount reaches \$999.00. That will be considered income at the time the check is received. Susan can request the funds prior to the account reaching \$999.00 and will do so.

Holiday party: We do have to pay a \$75.00 fee to use the church kitchen for the function. It was determined that, yes, we do want to continue having the holiday party as the December member's meeting.

Ann Marie provided the certificate of insurance to the church for the 2023 calendar year. \$900.00 is budgeted for insurance: \$108.00 for insurance on the storage unit; \$345.00 liability insurance in case of injury accidents; approximately \$400.00 to Travelers in case of theft, such as quilts.

Summer sale: we need more stuff and we need a sale coordinator and committee. We do still have T Shirts to sell. They are mainly small and Xlarge.

Retreat: There is no retreat currently in the works and there are no admin expenses for retreat. It was requested that a new venue for retreat be found. There is a \$250.00 deposit that will not be refunded if no retreat is held this year. Some did not like the facility. October is the usual month. Perhaps the date could be changed to the spring? March or April? Debbie Stoffer and Jan Knowlton would like to chair the retreat in 2024.

BOM and UFO challenge fees expense. Lori could use more funds for prizes and supplies. We will be having a UFO challenge. Must provide a finished item in order to be considered for a prize. There will be guidelines.

Susan has been purchasing Pellon 80/20 batting. It is less expensive than what was formerly used. Bought by the roll, approximately 5 rolls per year, will be around \$800.00.

Computer expenses come from using PayPal and Square. They take a fee from each transaction.

Door prizes: \$15.00 month for birthday winner = \$180.00. A book of Forever stamps will be purchased for mailing birthday gift cards in the event the winner is not at the member's meeting. Need to have more, nice gifts for door prizes. Budgeted \$220.00 for the year.

Rent: includes the big room for 10 months of member's meetings and National Quilting Day, 6 uses of classrooms, and the parking lot for the summer sale. The meetings held in the park during the summer are at a cost of \$40.00 per night. This year we are not in conflict with vacation bible school since we changed guild meeting days to the first Thursday of each month.

It was determined that speaker fees and teacher fees do need to be kept separate on the budget.

Speaker Fees: \$350.00 to \$500.00 each. In person, local speakers are preferred. Ideas are to check for a network of speakers (possibly through Quiltfolk magazine), and a speaker on vintage quilt repairs. The goal is to have at least 6 speakers booked in advance to help cushion the new VP's transition in the scheduling of speakers.

Teacher Fees: will be a sub head of speaker fees. There are 3 room uses left this year. Nancy Goldsworthy gets the Elks Club at a great discount because she is a member there.

Storage Fees: \$3700.00 which includes the \$1000.00 that has been previously approved for improvements to our current storage systems. Some of the tubs of stuff, not necessarily quilting related and currently in storage will be brought to National Quilting Day and also to the summer sale listed as "Fiber Arts".

Zoom: We will continue to have Zoom for both member's meetings and board meetings. Zoom is also used for Sunday open sew and some small groups including the new embroidery group.

Either Elmer's or the Library were suggested as possible meeting places for future Board meetings. The room at the library needs to be reserved a bit in advance.

Because Susan is now the Guild President, a small groups coordinator needs to be found. The request will be put in both the newsletter and on the website.

Program Coordinator should be a completely separate position from The VP's position. Find a person and then rewrite the by-laws for a program coordinator. Try to find a person at least three months in advance of voting on a new VP.

The church liaison folds in with the VP position.

Marie Anderson has agreed to be the AdHOc person to help wherever needed and will attend board meetings.

Community Outreach will be kept as a committee.

Bookmarks were discussed, a sample was provided, and whether the size is good. Possibly do a first run of 200 to start and make adjustments as needed.

Training for Google Docs. Some are still having issues navigating the system and would like to have a training session provided for new board members. Marie will contact Becky to see if she is willing to help with this at no cost. We would have to find a date, time, and place.

The Church contract runs from October through July. Julie will contact Eileen to find out when we can begin contract talks.

There will be a tip / donations jar out on National Quilting Day.

The budget will be readdressed in July at the annual meeting.

Susan ended the meeting at 3:45pm

Denise Bush, MHQG Secretary