

## OREGON COAST QUILT GUILD EXECUTIVE BOARD MEETING OCTOBER 19, 2017

The meeting was called to order by Vice-President Diane Tillotson at 10:05. A quorum was present.

**Approval of minutes** – Janet Szabo moved that the minutes of the September Executive Board Meeting be approved as published. Motion was seconded by Cindy McEntee and approved by vote.

**Treasurer's report** – Gail Chipman, no report. Needs to receive bills by October 30<sup>th</sup> which is end of year. End of year report will be forwarded by Phoebe Heine.

Membership Renewals – checks received will be held until December 1st. .

Thank you note from Samaritan House for donation from Quilt Show silent auction.

Family of Veteran Rex Payne sent \$100 donation to OCQG.

Veterans Quilts – will have new line item in budget for donations.

Budget Discussion:

Credit Card Fees - Line item in Operating Expenses will be added, \$100. (Quilt Show Boutique credit card fees will be paid by Quilt Show)

Retreat is an In/Out account reported on back of Treasurer's Report

Mini Retreats – reporting will be moved to back of Treasurer's Report

Veterans Quilts – reporting will be moved to back of Treasurer's Report

FUND Accounting System needs to be researched as well as purchase of a laptop Computer for Guild use only. Nan recommended that the Board look at making these changes for 2019 Fiscal Year.

Jean Amundson moved that Janet Sylvester, Pat Laub and Lee Palmer form a committee to investigate the computer program for FUND accounting and information on purchase of Guild laptop. Committee will report back to the Executive Board in the fall of 2018. Motion was seconded by Sue Stephenson and approved by vote. Pat Laub made recommendation that in the future, Treasurer's reports will be printed directly from the accounting program rather than re-entering the information into Excel.

Web Maintenance – added as Budget line item under Operating Expenses for \$250/year.

Reserve Balance \$5205.00 to balance budget.

Jean Amunderson moved that the Executive Board recommends to General Guild Membership approval of proposed budget for 2017-2018 as presented by Janet Sylvester. Motion was seconded by Nan Scott and approved by vote.

**Challenge Quilt** – Judy McCoy and Becky Mershon presented a recommendation for 2018 Challenge Quilt, “The Elements” wind/fire/water/earth. Jane Szabo moved to accept recommendation for Challenge Quilt. Motion was seconded by Paula Hnyda and approved by vote.

### **Committee Reports**

**2019 Raffle Quilt** – Diane Tillotson reported it will be brought to the General Membership meeting in November as an agenda item.

**Community Quilts** – Norma Horn - need members and lead person for committee (ideally 4-5 people). Need a fabric storage area, several bins, etc to store. Meet 1st Thursday at Nazarene Church for work party. Need to increase participation in community quilts by entire membership. Perhaps recommend every member make at least 1 community quilt per year. Recommend 3X/year work party, a great place to learn. Will check into use of Extension office room.

**Documentation** – Twylla Hoch – last documentation for year Saturday, October 21<sup>st</sup>.

**Finishing School** – Paulette Stenberg – last Finishing School for year, October 26<sup>th</sup>.

**Hostess/Hospitality** – no report

**Membership** – Nan Scott – new renewals next month, November. Ruth Johnson new chairperson for Membership Committee and Guild Booklet. Nan has master lists for membership.

**Merchandising** – Becky Mershon – will have “year end sale” at November Guild meeting.

**Newsletter** – Judy McCoy – Guild is transitioning to web newsletter since no one stepped forward to do print newsletter, transition to new BLOG format for newsletter will begin in January. Minutes will be posted on website. There will be an article from Judy in the November newsletter regarding last paper issue. Starting in December the Newsletter will be posted online. Transition from paper newsletter to BLOGS means each committee needs to be responsible for postings and keeping information current. Nan will be meeting with the Web designer next week and is hopeful that the new Website will be up by December 1st. Committees will be responsible to edit their own pages. Training is needed for all committees. Judy is willing to gather information for December Newsletter, information needs to be turned in by November 19<sup>th</sup>. There will be no Executive Board Meeting in December. Nan recommends a Communication Committee be formed to help train chairpersons on how to use BLOG. Committee Chairs would be responsible for BLOG updates. BLOGS will need to be updated monthly and a way to notify general membership needs to be determined. THANK YOU to Judy McCoy for all of her hard work to produce such a wonderful Newsletter for the Guild!

**Programs** – Jennifer Reinhart/Cindy McEntee – November program will be a Judy Niemeyer Trunk Show, presented by Shirley Scott and Cindy McEntee .

December meeting will be a Potluck, no workshops in December.

January program will be a Silent Auction, no workshops in January.

Committee would like suggestions for programs and workshops. Serger Class?

**Publicity** – Jean Amundson - nice article on Tina McCann in News Times.

**Quilt Show** – Diane announced that we have 2018 Quilt Show co-chairs; Jackie Stankey, Jean Amundson, Janet Scanlon and Debbie Mosley.

Sue Stephenson reported a request from two vendors to refund booth fees since they had to cancel their booth space at the 2017 Quilt Show due to unexpected emergencies. Discussion followed. Ginger Dale moved that the Guild refund the booth fees because the two spots were filled by other vendors so the Guild didn't lose any money. Motion was seconded by Norma Horn and passed by vote.

**2018 Raffle Quilt** – Nan Scott – reported that bling is being added to the quilt and then it is ready to go! Nan recommended printing postcard of just Raffle Quilt as handout. A postcard would fit in an envelope with the tickets and cost would be taken out of Raffle Quilt budget.

**2018 Raffle Quilt Tickets** – Nan Scott – How many tickets should be printed? Following discussion, Nan moved that 10,000 tickets be printed. Motion was seconded by Twylla Hoch and passed by vote.

**Rec Center Hangings** – non report

**SABLE** – November Jewel Tones

**Veterans Quilt Project** – Ginger Dale – very nice article written by Steve Card of the News-Times, who attended the quilt presentation at the American Legion Hall.

**Judy Niemeyer Mini-Retreat** – Jennifer Reinhart – full.

**Guild Retreat 2018** – Ginger Dale – all participants have paid, only a couple of people on the waiting list. Retreat is a non-refundable deposit, however with the date change some refunds have been made.

**Miscellaneous Announcement** – Jean Amundson reported that there is a \$21.00 per month increase in the room rental fee at Atonement Lutheran Church due to increase in cost for room set-up.

**Announcements**

Documentation - October 21<sup>st</sup> at Carriage House, Newport

Finishing School – October 26<sup>th</sup> at Carriage House, Newport

Community Quilts – November 2<sup>nd</sup> at Newport Nazarene Church, Newport

November 9<sup>th</sup> – General Meeting at Atonement Lutheran Church, Newport  
(12:30 pm table walk & 1 pm meeting time)

November 16<sup>th</sup> – Executive Board Meeting at 10 am, Carriage House, Newport

Meeting was adjourned at 11:45 am.

Respectfully submitted by Marian Brown, OCQG Secretary