

SCHOOLHOUSE QUILTERS GUILD – EXECUTIVE MEETING

January 18, 2018 at Buchanan Hall

Present: Janis Davis, Jan Hill, Myra Shearer, Sharon Latham, Pat McEwen, Mary Jean McEwen, and Bonnie Smith

Regrets: none

Call to order at 1: 00 PM

- 1. Additions and deletions to agenda - none**
- 2. Adoption of Minutes of Executive meeting held Nov. 16, 2017.**
Moved: Jan Hill; Seconded: Sharon Latham
- 3. Treasurer's Report**
 - Sharon reported that the guild has \$18,000 in the General Fund. We have money in the chequing account which will pay for the rest of this year's rent of \$5,200 plus other expenses. The guild has almost \$8,400 in the savings and GIC will be earmarked to cover a full year's rent in the future. So far, the library has not spent any of their budget of \$300 and Community Quilts still needs to spend \$1,300 by May 18, 2018. Sharon also mentioned that January had been a quiet month for the Treasurer. It was decided that some of the guild irons need replacing and Jan Hill will shop for 2 new irons, one to be used for steam and one for dry settings.
- 4. OLD BUSINESS**
 - **Follow-up on the new Hall key** - Janis Davis clarified the arrangements regarding the hall's new key. The Opening Committee will have possession of the new key; there is only one. The Workshop Committee will need to get the hall opened by the OAP representative (Evelyn Bowers 250-336-2239) and they will arrange this with her a few days before a workshop.
 - **Extra Quilting Days** – non guild functions. For the next extra quilting day, Judy has arranged with the Opening Committee to

open the hall for her, for this time only. In future, Judy Morrison will be responsible for making arrangements with the OAP representative to open the hall. The library will not be open during on these extra quilting days. After some discussion on whether the storage rooms be opened and guild items used on these non guild extra days, Jan Hill moved that we charge a \$25 flat fee, payable to the guild, for use of guild supplies during these non guild functions. That fee would be for the use of irons, tables and extension cords, etc. This would not include the library. Sharon seconded the motion – motion passed. It was also mentioned that Judy’s extra quilting days could be announced at the general meetings as a member’s announcement, and a notice could be placed on the guild bulletin board, but if she wanted an announcement in the newsletter, it would have to be paid for.

5. New Business

- **Post Office Box**– Currently, the guild’s post office box is located in Comox. The picking up of the mail should be a function of the secretary, and since future secretaries may live anywhere in the Valley, a location in Cumberland would make more sense. Myra Shearer found out from the Cumberland branch what different options are available to change our post box location. Our current box rental expires in August and the executive will make a decision closer to that time whether we should change locations.
- **Name tag draw for February meeting** – Janis announced that we would be having a draw for those members wearing membership tags at the next meeting. Shirley Woodbeck has given us a prize and Jan Hill will buy some chocolates to add to it.

6. New Business

- **Letters to the Executive from Judy Morrison**
 - **Re: workshops** – issues developed between Judy Morrison and the Workshop Committee regarding the class that Judy taught and her perception of the contract terms, first started in late October. Correspondence between Judy, the Executive and the Workshop Committee has been numerous (the letters are attached). Judy was advised in December that the issues she had brought up, namely the fee paid to the instructor and what items the instructor is responsible for supplying, would be discussed at the January Executive meeting. The Workshop Committee is considering drawing up a new agreement that would state exactly the responsibilities of both the instructors and the Workshop Committee. Jan suggested that instead of calling what we pay our guild member instructors (not professional teachers) a fee; we call it an honorarium instead. The goal of the Workshop Committee is provide a variety of classes that members can afford and not to make a profit. The workshops for this year are all in place, so any new agreement would take effect in September.
 - **Re: Charity Donation** – Judy Morrison sent a letter to the Executive after the general meeting in December. She took issue with the donation we made of \$150 to the Christmas Hamper Fund. Janis responded to Judy by letter, pointing out that since 2004 the executive could spend up to \$200 without going to the membership for a vote. This subject was discussed. The letter is attached. A discussion about charity donations followed.
7. **Other Business** – Sandra Castiglia, Library Committee, had wondered when it would be a good time to hold a book sale. Janis suggested to

her to have a table of books for sale next Thursday, during the day, and that any leftover could be sold before the next business meeting.

Meeting was adjourned at 2:44PM.