

## SCHOOLHOUSE QUILTERS GUILD – EXECUTIVE MEETING

**Thursday, March 15, 2018 at 1 p.m.**

**Present:** Janis Davis, Jan Hill, Sharon Latham, Myra Shearer, and Pat McEwen

**Call to order at 1: 03 PM**

- 1. Additions and deletions to agenda** – Eva Hansen, Workshops, was not able to attend so was deleted from the agenda
- 2. Adoption of Minutes of Executive meeting held Feb. 22, 2018.** Moved: Jan Hill; Seconded: Sharon Latham
- 3. Treasurer's Report**
  - Sharon gave an update on this month's financial status. One more member has joined the guild, bringing the total to 166. The expenses included the regular rent payment plus the extra day of quilting. There is still \$3500 to pay in rent, which is to August 31. Community Quilts has bought two more rolls of batting; if they purchase 2 more they will have spent the money made at the quilt show. A deposit was made to The Westerly for HAW.
- 4. OLD BUSINESS**
  - **Post Office Box-** Janis Davis had a response from the Baby Group, who were concerned about the address change affecting labels that they already had in stock. Irene Miller makes their labels, so changing them wouldn't be an issue, and an address change could be made in an attached card. Since there doesn't seem to be any further issues regarding changing the Post Office box from Comox to Cumberland, an announcement will be made at the May meeting and the change will be made in August.
  - **Program Spending** – Janis proposed that next year the budget for programs be about \$100, instead of the \$500 allocated this year. If the program committee wanted to have a special paid speaker come, they

would have approach the Executive for additional funds. Janis also suggested that next year the Program Committee head (and all other committee heads) be encouraged to attend at least 3 Executive meetings during the year, perhaps in September, January and May.

## 5. Committees

- **Placemats** –Sharon Latham and Community Quilts are planning to make up place mat kits during next week’s 3 quilting days. Sharon will make an announcement at the April Business meeting that the kits are available and encourage members to pick some up. The turn in date for the Meals on Wheels placemats will be in June, and the place mats will be given to Meals on Wheels at the October meeting. Sharon requested \$25 for a gift certificate to be used as a prize in June for anyone who turns in placemats. She would like autumn and Christmas themes for the placemats. We decided that we would still donate placemats to the Christmas Hamper fund. Sharon also mentioned that a new person is needed to head Placemats, as she will be stepping down.

## 6. New Business

- **Newsletter Invoice** –In the past, the bill for the printed copies of the newsletters has been a paper invoice included with the newsletters. In future the invoice will be sent via email to [Treasurer@schoolhousequilters.com](mailto:Treasurer@schoolhousequilters.com). Janis also said that she spoke to a member that might be interested in taking over the role of Editor of the newsletter for next year; an announcement about this will be made in June.
- **Nominations** – we need volunteers for the position of treasurer, vice-chairman and some committee heads. We have been discussing various ways that might make the Treasurer’s job a little less demanding. Janis suggested the idea that the Credit Union where we currently do our banking, which is in Courtenay, be changed to a credit union in Cumberland. This would make it easier for any future treasurer’s regardless of where they live. Janis will check with the Cumberland credit union and

find out what the process might entail and the cost involved. Sharon was going to check with a small accounting firm about what sort of costs would be involved with having a bookkeeping firm do our computer entries (not the bank deposits or cheque writing). This idea would only be considered if we could not get a qualified member to volunteer for the position of treasurer.

- **Membership Numbers** – a concern had been voiced by some members about our membership numbers and whether membership should be capped at a certain amount. After some discussion, the Executive felt that this wasn't necessary at the present time. The membership numbers fluctuate every year and very rarely do our business meetings have more than 60 – 75 people. The hall capacity is 170 people. A suggestion was made that members again be encouraged to use the sign in sheets every week and at meetings, so that we can monitor exactly how many members are attending each week.
- **OAP Donation** – Janis reported that Joan Fentiman's talk to the OAP went very well. The OAP mentioned that it would be nice if a quilt could be donated to them so they could use it for their fund raiser. Jan Hill will consult with Nerissa Thomas (Community Quilts) whether they would be interested in donating a quilt. Jan will also check with Evelyn Bowers, the OAP representative, if they want one and when.
- **April Meeting Program** – Janis has a Shake It Up activity planned as the program for April. The members will be divided into groups of 6-8 and each group will have a different quilting question to answer. The various groups will have to reach a consensus for their answer and decide on a spokesperson for the group.
- **Block of the Month** – Sharon Latham has had some queries about starting a block of the month again. It was suggested that maybe we should ask the membership in September whether there was any interest in this.
- Meeting was adjourned at 2:23pm.