

## Quilters Unlimited Steering Committee Meeting Minutes

September 17, 2019 Meeting –

13 SC Members Present – Marsha Walper, Karen Kunz, Betty Rinkel, Carola Eskola, Michele Hackmeyer, Kerry Cohen, Sue Isaac, Roberta Granville, Tara Goodman, Lyn Geariety, Christine Walsh, Jeanne Brenner and Peggy Allen.

Carol called the meeting to order at 6:34 p.m. The previously distributed agenda had no changes for the meeting.

The previous Steering Committee meeting minutes were reviewed and, after a couple of minor corrections, were approved.

President's Report: Carol announced that the committee notebooks and the end of year report are due by the October guild meeting. This will give time for Carol and Pam Doffek to review and hand out to the incoming chairs at the November steering committee meeting.

Carol also asked that any reimbursement requests for 2019 be submitted to Peggy as soon as possible. We will be reviewing and approving the 2020 budget at the November meeting and having all expenses on the books will ease that process.

Membership Vice President's Report: Betty noted that at the last meeting more people were present in the seats than the number that checked in at the membership table. It was discussed that with the Challenge voting, the flow of entrance was disrupted, but in the future we would direct arrivals to the table and announce that they should check-in.

Betty stated she would put in the newsletter that membership dues are due no later than the January guild meeting for inclusion in the directory. She will begin accepting payment at the November guild meeting and we still offer online payment via PayPal.

Old Business: The workshop fee discussion was tabled due to Ruth not being available and Lyn not having information from Ruth on the fees or the previous survey results at the meeting.

The topic of putting a transportation article in the newsletter was again discussed. Jeanne volunteered to handle the communication with individuals and Carol volunteered to write an article for the next newsletter. Michele mentioned listing members by zip code in the back of the directory for locating those in similar areas.

Reports from Committees:

Newsletter – Tara announced this month's deadline is earlier than normal due to her schedule (9/20). Carol volunteered to handle the newsletter for 2020.

Website – Sue noted the plug-in for the quilt show volunteering was online. Jessica Duke volunteered to handle the website next year.

Quilt Show Table Staffing - Michele noted that the new online system seemed to be working well but did have a few glitches/limitations. She cannot send out a bulk email to remind people of their dates and we cannot see which slots are filled easily. We have many slots still open and Michele will make an announcement via email blast and the newsletter to drive participation.

Annual Capital City Quilt Show – Karen distributed postcards for the show and asked everyone to post on community bulletin boards and other locations. The reception is on Sept 26 and the quilts are being hung this week. We had 100 entries this year. Carol and Karen stated a group from OLLI will be coming to the show on Oct 26 at 1 pm and we need to have additional quilters available to docent. Karen announced that the Museum of Florida History is providing QU members a 10% discount at the gift shop with their QU membership card.

Bus Trip – Christine reported that 50 people have signed up for the Jacksonville bus trip and all have confirmed. She is looking for a chair for the trip for 2020.

Block of the Month – Kerry reported that the participation for the block of the month is going well, but has decreased slightly during the summer, but hopes to still make 1 quilt for each month for charity.

City Hall – Kerry noted it went well and wrapped. COCA was very pleased with the show.

Library – Jeanne noted that she will continue with the library for 2020. Since we had budgeted for bookcases, she will be purchasing those to move the library to her first floor to ease moving books upstairs.

Workshops – Lyn reported she has been looking at instructors for the 2021 workshops. She will be contacting Maria Shell from Alaska to determine availability, pricing, etc. Christine will be helping Lyn as co-chair in 2020.

Financial Report: Peggy noted the budget to actual report will be sent via email. There was an inaccurate deposit listed as challenge money that should be posted as an opportunity quilt deposit. She is correcting that issue and reviewing the whole year's file. She also noted we needed to order checks.

New Business:

2020 Budget – Carol asked if you have not yet sent budget estimates to her and Peggy, please do so. This will help in creating the budget proposed at the November Steering Committee meeting.

Donation to the MFH – Karen brought up the topic of a monetary donation to the Museum for their support with the annual quilt show. She and Pam Doffek had discussed the enormous support that MFH provides QU and since we had good finances this year, a donation at the opening reception would be a nice gesture. After discussion about the amount and timing of the donation, Jeanne motioned that, pending a review of the 2019 budget by Peggy and Carol to confirm that the amount would not place QU over our 2019 budget total, a donation of \$300 be presented to MFH at the quilt show opening reception. Tara seconded the motion, and all were in favor. (By email on 9/22, Carol reported the amount of \$300 was available in our budget from unused funds from various categories and requested an electronic vote for approving the amendment to the budget to allow for a \$300 donation to be added to expense category 5160-f. Carol reported on 9/25 that she had received 15 yes votes and the motion had carried.)

Library Metal Cabinet – Jeanne reported that she was still in possession of the metal cabinet that previously housed the library when QU met at Timberlane. With the new bookcases being purchased for the library, Jeanne motioned that the cabinet be given to Sew for Hope once they have a new meeting location. Carol seconded the motion and all approved.

Digital Membership Directory – Sue mentioned that several people have asked her if the membership directory was online or if we had a pdf version that could be emailed to them. After discussion about privacy and needing “opt out” for address/phone numbers for security reasons, it was determined we would not pursue this format.

Projector/Screen – Marsha informed us that the QU projector is old and picture quality is severely lacking. She wanted to see if she could investigate options and pricing for a new projector. This was agreed to and Marsha will report her findings for possible inclusion in the next budget. Also, Michele mentioned the need for a new screen, or instead possibly using a quilt stand and a sheet for the screen in future to prevent someone having to store a larger screen and to save money.

Restructuring of QU Committees – After a brief review of the proposal Carol and Pam Doffek supplied, several items were mentioned for review and this topic will be tabled/revised for the November Steering Committee meeting.

Sue moved to adjourn, and Kerry seconded. Meeting was adjourned at 8:10 p.m.

Submitted by Kerry Cohen, filling in for QU Secretary Diana Kaiser