

Pine Tree Quilt Guild of Nevada County  
Board Meeting Minutes  
February 12, 2015  
Eskaton Village, Grass Valley (49er Room)

**Members Present:** Kate Grant, Karle deProse, Karen Mitchell, Lois Hodges, Mary Serpa, Marjorie McConnell, Anne Wilson, Dianne Rockwell, Ruth Bertaccini, Joan Mosley, Diane Klose, Marta Price, Donna Switzer

- A. Call to order:** President Kate Grant called the meeting to order at 6:30 p.m.
- B. Correspondence and announcements:** Kate read various thank you cards for donated quilts and then handed the cards to Marjorie McConnell. Jan Soules, our January 2015 speaker, sent a thank you card "thank you for inviting me and being so sweet..."
- C. Minutes-Donna:** Corrections were suggested for the January 8, 2015 Board Meeting Minutes. Lois Hodges made a motion to accept the minutes as amended. The motion was seconded by Joan Mosley and was passed.
- D. Treasurer's report-Karen:** The Manager of the storage unit allowed us to pay for eleven months, and we received one month free. The Manager asked to see our calendar, asking when the Quilt Show will be held. He would like to get a banner about the Quilt Show hung at least two weeks ahead of time. Marjorie McConnell made a motion to approve the Treasurer's report. The motion was seconded by Anne Wilson and was passed.
- E. Old business**
1. Open Board positions-Kate Grant
    - Hospitality Chair/Welcoming Committee: Dianne Rockwell suggested that different mini-groups assist each month. They would pass out welcome brochures, etc. Dianne created a sign-up sheet, and she is willing to be the coordinator. Marta Price has the welcome brochures.
    - Opportunity Quilt Marketing Coordinator 2016: This position is still open. There was a suggestion that it would be helpful to spell out what this position's responsibilities are.
    - Holiday Party Chair: Kate will mention this at the next meeting in March-The March Mixer. Marjorie McConnell described what her group did last year. The budget for the Holiday Party was increased to \$200.00.
  2. Hall of Honor-Kate Grant
    - This task is done. There is one more person to be awarded who was not at the meeting.
  3. Cookbook-Marjorie McConnell
    - The cookbook has been cancelled because too few recipes were submitted. Those who submitted recipes will receive copies of the recipes. Karle mentioned that because the cookbook has been cancelled, there will be an \$850 shortfall in the budget.

4. General Meeting announcements-Kate

- Kate had previously announced that she would appreciate it if those making announcements at the meeting notify her in advance. It worked.

5. Opportunity Quilt Marketer-bylaw change-Kate

- This needs to be a bylaw revision, which could happen this year. Marjorie had a question: Policy Definition? See Page 7 of the Bylaws and Page 5 of the Policies. Kate suggested that the Bylaw Review Committee can address this issue.

6. Library operation-Molly Cook

- Molly was not in attendance. However, at the February General Meeting, Molly brought one box of books and displayed them. This seemed to work out very well. The boxes of books will be rotated each month as suggested.

**F. New business**

1. New Member Event (March Mixer)-Diane Klose

- Diane has confirmed eight people to do demonstrations, including two tables for Community Service (CS). Marjorie suggested that Diane include who will do the demonstrations, and what they will be demonstrating. Diane will include that in the newsletter. Marjorie also suggested that a separate "blast" be sent out for the March Mixer. This goes through Ardy Tobin.
- We are expecting 90 people to attend. R.S.V.P. is not required. There is no charge to attend. It is recommended that members bring a guest/friend.
- Someone asked if an announcement has been put in The Union so that the community is aware. There will also be flyers at Sugar Pine and Ben Franklin.
- Marjorie and Mary mentioned that we should serve coffee. Where is the coffee pot? Mary said that it is in storage. Mary also said that she will check to see how much coffee, cream, sugar, napkins and cups we have left. Mary was asked if she could bring the pot. She said yes. We will also need to make hot water and include decaf coffee. It was mentioned that the coffee pot and hot water pot need to be started an hour before serving. Marjorie volunteered to start the coffee pots/hot water.
- When can we get into the church? Marjorie said that the Cooks will be there by 5:30 p.m. Diane mentioned that she'd like to be there at 5:30 p.m. as well.
- We were all asked to bring two dozen cookies. Mary calculated a rough count of 4 cookies per person.
- Lois Hodges said that the Guild Challenge Quilts will be displayed.
- Joan Mosley suggested that Diane call on Board Members to help.
- Anne Wilson asked if there will be room for Quilt Show sign-ups. Yes, there will be.

2. Affiliates—listings, notifications for supply lists-Marjorie McConnell

- Marjorie was approached by one of the affiliates asking why their contact information was not included in the newsletter or on-line.
- Contact information is on-line, but not in the newsletter. "No display ad".
- Why can't their phone number be in the newsletter? Marjorie will contact Sue Miller.
- Notifications for Supply List: Copies to Sugar Pine and Ben Franklin and Humble Fabric? This used to happen in the past, but was stopped. Marjorie will contact Heidi and Kathleen. Supply lists can be put in the newsletter too.

3. Bylaw/Policy changes—Opportunity Quilt Marketing; Separate Position for Speaker Workshop Chair-Kate/Diane

- Adding another position: Speaker Workshop Chair
- Bylaw Review Committee will address

**G. Committee reports**

1. Emailed reports

- **Margaret Boothby-Trunk Show (Education Outreach):** “I gave a trunk show at Ready Springs School a week ago. We have two dates set up for later in the spring/summer for the play.”
- **Ardy Tobin-Web Liaison:** Drop Box information re-iterated. Please see her email addressed to the Board only.
- **Programs/NCQC-Heidi Emmett:** Kevin Kosbab is secured for April. Carol Ziogas (All Things Japanese) is secured for June. Marcia Harmening from Happy Stash Quilts is “on tap” for September. Ingrid Cattaneo is scheduled for November. Heidi is starting on 2016.

2. Reports by Committee Chairs

- **Community Service/Drop In-Marjorie McConnell:** We need to have quilts quilted. There will be another extra day in March.
- **Equipment-Mary Serpa:** Gentlemen are working on rack storage for quilt frames (horizontal). Mary was given empty binders. Names on the binders are: Hospitality (Phyllis may have old one); Opportunity Quilt, Set up/Take Down; Jamborees; Meet the Teachers (these old binders have stuff in them. This binder should be given to Heidi, and please tell her that she can throw out what isn’t relevant now). There may be duplicates. Marjorie said that she can use one for Community Service.
- **Finance/Audit Budget Karle deProsse:** Karle input Karen’s figures and updated the budget. (A copy was given to everyone present). We spent money out of the reserve, but we can’t continue to do it. What should we do to people who overspend their budget without approval? *Discussion:* Karen said that there were no charges for the website in December. Kate—we need to re-iterate that they not go over their budget, and that they need Board approval. Perhaps send an email regarding their balance. Can each budget be tracked monthly? Perhaps flag it. Marjorie—Is it a policy? Policy only says that “if you don’t spend your budget, it goes into the General Fund.” Receipts need to be turned in regularly. Policy Change about 60 day deadline and not later than December 31. Karle will prepare form for tax return.
- **Guild Challenge-Lois Hodges:** We will figure out where the quilts are going to go for the March Mixer. She will print out ballots.
- **Junior Quilters-Diane Rockwell:** Christine Barnes came again and did *Color, Value and Temperature*. The kids made more mock blocks. They are going to make an actual quilt using what they’ve learned using Flying Geese. Border lessons may be thrown in.
- **Membership-Marta Price:** 189 members signed up and made it into the roster. We have 196 members at this point in time. Ardy has the affiliate information or you can check the roster.
- **Quilt Show 2015-Anne Wilson/Mary Serpa:** Quilt Show flyers are printed. They are available in the Drop Box. We should have some flyers in the back of the room at meetings. Mailings are going out to other guilds and quilt shops. Anne has prepared a list for White Glove. Everything else is on track. There is room for quilts.
- **Scholarships-Joan Mosley:** Would like one more person who has done this before. Three to five needed for the committee.

- **Show and Tell-Ruth Bertaccini/Sew Happy:** Not much to tell.
- **Secretary-Donna Switzer:** The 2014 Secretary's binder did not have copies of the General Meeting/Board Meeting minutes. Anne Wilson said that she printed copies of all of the 2014 minutes and put them in Kate's binder. She also saved them to CD. If Donna has any questions, please check with Anne. Anne said that copies of all of the minutes should be in the Secretary's binder, as well as a CD. Past meeting minutes may be referred to at any time and need to be available.

**H. Adjourn:** President Kate Grant adjourned the meeting at 8:10 p.m.

Respectfully submitted by Donna Switzer, Secretary