

**PINE TREE QUILT GUILD
BOARD MEETING MINUTES
June 13, 2013**

The meeting was called to order by President Joan Mosley at 7:00 p.m.

Members Present: Nancyan Tracy, Robin Petersen, Karle deProse, Kris Cook, Lorna Tiller, Sue Miller, Lorna Straka, Susan Robertson, Deirdre Campbell, Phyllis Brodie, Janene Powell, Chris Parks, Lynda Lasich, Barbara Ceresa, Joan Mosley, Sharon Ellisor.

Minutes: Minutes from the May 9, 2013 Board Meeting were reviewed and approved as submitted.
MOTION MSP: Sue Miller/Lorna Tiller

Treasurer's Report: Treasurer's report will be reviewed at a subsequent meeting as Judy Johnston was unable to attend.

OLD BUSINESS

No old business was presented.

NEW BUSINESS

July Picnic: Nancyan Tracy questioned the location of paper goods for the picnic and it was suggested that she check the Guild storage unit and contact Kathleen Stanley, Quilt Show Kitchen Committee chairperson for further information. It was noted that approximately 40-50 Guild members usually attend the picnic. There was discussion of possible activities and suggestions included "mixer" games, show & tell of UFO's, and several others. The picnic is held under a shaded pavillion, and members are asked to bring along their favorite picnic food for the potluck meal.

Insurance Update: Joan reported that she has confirmed with our insurance agent that property loss coverage can be added to our insurance policy at any time with the additional cost to be pro-rated. Storage unit contents lists and evaluations are due to be completed by all Quilt Show Committee Chairpersons by June 15th, after which a decision will be made whether or not to add the coverage.

Nominating Committee: Joan reported that the Nominating Committee needs to have a list of candidates for 2014 completed by August. This year the list will need to include both a new Guild President and Vice-President as current Vice President Barbara Ceresa will be serving as Co-Chairperson of the 2014 Quilt Show and will be unable to serve as President. Volunteers willing to serve on the Nominating Committee include: Marjorie McConnell, Lorna Tiller, and Phyllis Brodie.

Policies/By-Laws Review Committee: Barbara announced that she will need to convene a Policies/By-Laws Review Committee which is required to meet this year (By-Laws: Article 9/Sept. 3). Volunteers willing to serve on the Policies/By-Laws Review Committee include: Lynda Lasich, Janene Powell, Susan Robertson, along with Joan Mosley and Barbara.

Hall of Honor, 2013: Barbara announced that she will distribute nomination forms for Hall of Honor nominees in the fall at the September general meeting.

Binder Committee Information: Kris Cook announced that the Binder Committee met yesterday and discussed overall goals as well as specific ideas for managing the binders. Members of the committee include: Kris Cook, Joan Mosley, Sue Miller and Ardy Tobin. Kris reported the following:

1. The first goal is to collect all binders, starting with the Quilt Show Committee binders first. To facilitate getting all binders returned in a timely manner, they can be turned in to any member of the committee.

2. The committee hopes to establish procedures for selecting information to be included in each binder as well as how long to retain it. Types of information might include a timeline, budget, contact lists, and forms, etc. For most committees the initial consensus is that 5 years of information should be adequate, while separate standards will likely be necessary for retention of financial information such as for the Opportunity Quilt ticket sales and Basket Raffle.

3. The committee suggests that the binders be stored in the Guild storage unit, and once all the binders are located and updated the Guild Secretary be responsible to dispense, collect, and track them each year.

4. The committee will submit a budget at a later date and will meet again in August. During discussion a suggestion was made that each binder also include a disc which would contain all forms and other essential information. Another suggestion was to look into the Guild purchase of an external hard drive to store all binder information so if a binder goes missing, essential information would be accessible.

Ideas For Improving Workshop Attendance: Joan led a discussion of suggestions for ways to help improve workshop attendance. Some ideas include:

1. Market workshops with enthusiasm
2. Market workshops to non-members if enough members don't sign up in timely manner
3. Publicize workshops on KNCO radio station
4. E-mail blast to membership
5. Reduce number of speakers and seek evaluations from previous presentations prior to signing speaker contracts
6. Add additional publicity person to speaker committee

Joan reported that Marta Price will not continue as Speaker Workshop Chairperson for next year.

Plan For August Pot-Luck: Joan led a short discussion of the August Board meeting pot-luck. This will take place at the regular Eskaton meeting room, possibly utilizing the patio as well. Joan will provide the tableware and drinks.

Quilt Show Theme: Barbara requested information regarding the history of using "Springtime In The Pines" as the quilt show theme. It was noted that theme is a part of the Policies section of the Guild handbook (Membership Roster) and not part of the PTQG By-Laws.

COMMITTEE REPORTS

Opportunity Quilt: Lorna Straka reported the following:

1. Tickets – since we have no sponsors for ticket printing costs this year the Guild will absorb these costs. Last year's tickets cost \$590.25. Lorna located a ticket source on the internet and was able to order the tickets at a total cost of \$89.90 for 10,000 tickets. Carol Gates is currently preparing ticket bundles to be distributed to Guild members. Lorna asked whether it is necessary to continue to log ticket buyer information since that information is already available on each ticket. It was agreed that is not necessary.

2. Lorna will proceed with ordering 1,000 postcards from Samantha Jones for a total cost of \$330.00.

3. The quilt is now entered in the Nevada County Fair and the Guild has permission to sell tickets at the Fair.

4. Tickets will also be sold at the Draft Horse Classic in September and all necessary arrangements have been completed by Judy Johnston.

5. Tickets will also be sold at Paint The Town Pink in October and in lieu of the vendor fee of \$295.00, silent auction donations are being sought from Guild members.

6. Lorna is currently contacting other area Guilds to display the quilt and sell tickets. The quilt will be displayed/tickets sold in Rocklin in October, and in Auburn in December.

Home Workshops: Sue Robertson is working on topic for September.

Jamboree: Deirdre Campbell reported she could use some volunteers to help on the day of the Jamboree, September 14th.

Hospitality: Phyllis Brodie reported all is going well and she is enjoying meeting and greeting visitors and new members.

Treasure Table: Janene Powell reported she is still in the process of sorting and organizing leftovers from the Quilt Show Country Store.

Programs: Lynda Lasich noted the speaker schedule for the remainder of the year:

September: Marjorie Johnson – “Landscape Art, The Story Tells It All”

October: Karen Boutte – “African American Quilts and Quilters”

November: Thom Atkins – “Quilts Start To Finish”

Finance, Budget/Audit: Karle deProsse reported she will complete the raffle registration and State financial sales tax reports. She will also complete an audit of Guild financial records over the summer. There was a short discussion of the non-profit registration classification of the Guild, and Karle agreed to do an article for the newsletter as well as a short presentation at a future Guild general meeting regarding this.

Skill Building: Lorna Tiller reported Skill Builders will meet in June and July and will work on paper piecing. She has had between 3-5 members attend each month.

NCQC: Chris Parks reported that NCQC will meet again in July. This meeting will include “Meet The Speakers” presentations.

Newsletter: Sue Miller reported she needs newsletter articles by this Sunday.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,
Sharon Ellisor, Board Secretary

