



Pine Tree Quilt Guild of Nevada County, Inc.

BOARD MEETING MINUTES

A meeting of the Board of Pine Tree Quilt Guild was called by President, Jeanne Pincha-Tulley on January 11, 2024 via Zoom.

The following Executive Directors were present: Jeanne Pincha-Tulley, President; Annica Hagadorn, Vice President; Kathy Mollet, Treasurer; and Beth Stagner and Cindy Loper, Co-Secretaries. The following Board Members were also present: Holly Miner, Sophia Day, Anne Wilson, Karle deProsse, Kris Cook, Vaughn Rodriguez, Sheri Doerr, Sophia Day, Sue Marshall, Lillian Glaeser, Ruth Bertaccini, Joan Mosely, Susanne Haislett and Nancy Holtz.

Jeanne Pincha-Tulley called the meeting to order at 3 p.m., announced that a quorum was present, and that the meeting, having been duly convened, was ready to proceed with its business. Jeanne Pincha-Tulley acted as Chairman of the meeting and Beth Stagner acted as the Secretary.

APPROVAL OF MINUTES

NOW, THEREFORE, BE IT RESOLVED that after motion duly made by Holly Miner, seconded by Anne Wilson and unanimously carried, the minutes of December 5, 2023 board meeting, were approved and will be signed by the Secretary.

BOARD REPORTS:

1. Announcements – Jeanne Pincha-Tulley: None
2. Treasurer's Report - Kathy Mollett and Anne Wilson: There are two small corrections to the report due to outstanding checks that were a bit off; however, it now balances to the bank reconciliation. Anne: We currently have \$80,129 including savings of \$30,000. Holly: I thought it was written into the Bylaws that \$30,000 needs to be set aside, but I couldn't find that rule in either the Bylaws or Guild Policies. It is to be set aside for emergencies, e.g. if we lose the facility the day before the Quilt Show and we have a loss of income because we can't hold the show. Jeanne: Any additions or deletions to Treasurer's report? Kathy: I believe the previous board talked about taking some of the savings and put it in a CD to get more interest. Anne: How about the finance committee? Who is the finance committee? How about the Exec Board? Jeanne: Let's table this discussion for the next meeting. Sophia: Wells Fargo called this morning and requested I go in and take my name off the account. Karle: There are two account owners, which are currently me (Karle deProsse) and Sophia Day. We need to have account owners so we can keep the current or change them.

NOW, THEREFORE, BE IT RESOLVED that after board discussion, a motion was duly made by Susanne Haislett, seconded by Vaughn Rodriguez and unanimously carried, the Board approved keeping Karle deProsse and Sophia Day as Well Fargo bank account owners.

3. Roberts Rules of Order – Jeanne Pincha-Tulley: I suggest that we go through the rules since we have been using a hybrid of sorts to see what works for us and what we can adopt to get these meetings to an hour, if possible. Also, I would like to get down to one motion at a time. To do so, I think if I can get information regarding the requested motion prior to the meeting, it will help facilitate things. Kathy: Are we discussing actual motions or just information. Jeanne: So, for example the CD, would it be part of the Treasurer's motion or just a discussion? Kathy: So, you would want me to submit it to you prior to the meeting so we know what is going to be discussed? Annica: A committee head can give a short 2-line report to put in the agenda, so we know what will be said. Then, if necessary, we can discuss the issue. Sherri: If we were to submit a quick summary and put it in writing, it also helps the Secretary with the recording of the information. Sophia: I suggest if we could get a reminder about this for the next couple months since this is a new process, it would be helpful. Jeanne: So, to summarize, send in a 2-line report and if it's a motion, it will happen at the beginning and if it's discussion then it will happen at the end of the meeting. Annica, as VP, is also the parliamentarian, so she will keep track of the time.

OLD BUSINESS – DISCUSSION:

1. Committee Binders - Kris Cook: I will be heading a committee to hopefully put our committee binders online/website. For example, as the Guild Challenge head, I can go online to see information for about the position, if I want to be that committee head. In 2014, we updated the binders to all be similar, but I would like to update them again, so we don't have to pass on the binders or not (because they are lost). Holly: Kris, my position has physical things that get added to the binder, so how do we handle that for an online only option? Kris: Good question, I didn't think about that, so we will need to think of a solution. Annica: I think we can have a binder for certain things. Kris: Yes, we needed to go through the binders anyway, because some of them have items from the last 30 years. For example, if you wanted to start your binder, you start the first page and then next year, it can be changed. Joan: I totally agree with Annica, especially for the Quilt Show, because there were 2-3 binders, it was a lot of info, with a lot of it out-of-date. So, maybe what goes on the website is more the guidelines, specifics and requirements, etc. Also, regarding Quilting 101, do I put together a binder for that so when the next person takes over, they have some inkling of what to do? Kris: I am open to ideas, and I would just like to keep it more streamlined and keep track of the binders. Jeanne: Let's let the committee chat about how to do this.

2. Next Meeting Items: a) Sophia Day: I need to leave, so do you want to table my item for next meeting. Jeanne: Yes. b) Sue Marshall: Jeanne, we can put it on for another meeting.

3. 40th Anniversary and Guild Mixer – Annica Hagadorn: It will be a Tea, and most likely it will be in June. Jeanne: We will table this discussion for changing the date at another meeting. Please send an email if you want to help with this event.

4. Quilting 101 – Joan Mosely: A location has been secured, the contract has been signed and delivered, and the key deposit was paid, and I have the key. The office manager put in a clause that if either party needs to cancel, they won't be charged. I have 12 people signed up for the next class and Ruth, Paulette and I are looking forward to it.

5. Speakers/Programs at Meetings -Jeanne Pincha-Tulley: Regarding the speakers at the general meetings, I found out that no one oversees the time management. It turns out that we now have gone down to only 4 meetings with speakers, so now the President must fill content at the other 4 meetings. So, for this year, Sue Marshall will coordinate for the months we don't have a speaker. For the future, I would like to make a motion that the chair for the Speaker Programs will be under a Speaker Chair. Karle: I thought we were to have 5 speakers and maybe the Parliamentarian can check. Sue Marshall.: Jeanne and I have a list of speakers and dates, so go to Mary for any equipment needs. I think we have 1 open month. Susanne: I thought we decided we were only going to have 4 meetings in accordance with our budget. Jeanne: Thanks for that, I have had several members that would like to have the schedule in advance to see what meetings they want to attend. Holly: I want to backup Susanne that

we did go to 4 speakers because we were not filling the workshops. So, we tried to pick either the most dynamic speakers or workshops for budgeting. Annica: I don't think it's a bad thing to not fill each month so if something comes up, we have room to add something. Lillian: Also, if we have more speakers, then we also need to consider where we are going to hold the workshops. We didn't have a speaker at every meeting, and we filled the content, and they were great.

NEW BUSINESS – DISCUSSION:

1. General Meeting Streamline – Annica Hagadorn: I think we should streamline the general meetings' announcements rather than have all the committees' report. Then, if we need a more in-depth report we do so. Holly: My announcement was a bit of a failure, so here is my comment - I don't know how new members will know about working on new projects and they may not know the people. Susanne: Lillian went to the Folsom meeting and the President read all the announcements and it was super boring. Karle: I think we can streamline the Show and Tell and that would save us a lot of time. Joan: I think we can find a compromise; it was a problem when I was President. What we did was anyone wanting to give an announcement gave a quick bit of topic to the President before the meeting, and then request they make it brief. Annica: I think we can make the announcements that don't have much substance, but still have those that want to personally make an announcement come up. Holly: What if we have all those wanting to make announcements come up front and make them all at once. Same for Show and Tell and have a helper and folder. Ruth: When we make announcements especially for new members, I hope we can keep that.

NOW, THEREFORE, BE IT RESOLVED that after board discussion, a motion was duly made by Vaughn Rodriguez and seconded by Annica Hagadorn and unanimously carried, the Board approved that any committees wanting to make an announcement at the General Meeting will send a request to Jeanne in advance of the meeting. At the meeting, there will be a line up at the front, they will have a time limit and will stay up front until all announcements are completed. Quilt Show announcements will be condensed by Vaughn. Further, committees may also elect to have Jeanne and or Annica make their announcement.

2. Pillowcase Drive – Jeanne Pincha-Tulley: Drive is between now and September 14, 2024. We have given out 65 already and we will also have a pillowcase workshop. There will be 3 times we will take down the pillowcases to them so they can inspect and prepackage them. They will go to centers for distribution in September. Holly has put the synopsis and the pattern on the website. Nancy also made kits and pillowcases and they can be dropped off at community service, Ben Franklin or brought to the general meeting.

3. Microphone Amplifier – Lillian Glaeser: Our microphone/amplifier has died, and it needs to be replaced. My husband is researching for the best quality, and I would like to get it purchased. It will be about \$150. Karle: I suggested we spend a bit more money to get a good one.

NOW, THEREFORE, BE IT RESOLVED that after board discussion, a motion was duly made by Karle deProse and seconded by Vaughn Rodriguez and unanimously carried, the Board approved spending up to \$300 to purchase a quality Microphone/Amplifier.

COMMITTEE REPORTS - DISCUSSION:

1. Opportunity Quilt Report – Holly Miner: I want to remind everyone that I secured a table for us at Quilt Fest at Cal Expo which is on March 21 & 22, 2024 and we need volunteers to mind table. The Country Christmas extra quilt will be made by the Busy Bees mini quilt group. Lillian: I thought the Happy Threads group was making the 2024 quilt. Holly: Well, I didn't know about it, but I will sort it out.

2. Speaker Program – Susanne Haislett: This will be Margaret's and my last year, but we have things booked through 2025.

3. Membership – Ruth Bertaccini: We went through quite a bit of renewals with 116 members, some vendors and 8 new members. So that leaves 67 members outstanding (that does include some lifetime members though). We may need to send a reminder so we can have the roster ready.

4. Scholarships – Sherri Doerr: The closing date is March 8, 2024, and we have a tentative committee. We will have the selection by March 18, 2024, and the local high school's award assembly is at the end of April (if that is where they are from). Also, the previous awardee has used the fall semester funds but not the spring funds because she changed colleges.

5. Share and Chair – Anne Wilson: Jay Pohl has passed away.

6. Community Service – Nancy Holtz: I was approached by Gold Country Services who asked for a quilt to be donated for their fundraiser, it will be for their February raffle. I have someone who volunteered to donate their personal quilt.

7. Quilt Show – Vaughn Rodriguez: The contract for the Quilt Show has been reviewed and is due by January 19, 2024. Also, I have the insurance paperwork which has also been reviewed. I am just waiting for the vendor list then I can update at that time.

8. Guild Challenge -Kris Cook: Margaret will be out of town, and she is working it out to have helpers; however, I may also have an issue with my availability, but between us we will have coverage.

There being no other business, the meeting was adjourned by Jeanne Pincha-Tulley at 4:49 p.m.


Beth Stagner, Co Secretary