

Tucson Quilters' Guild  
Business Meeting  
February 5, 2014

Meeting called to order by Reilly Zoda at 9:30 a.m.

- 11 Board members present.
- 9 Committee Chairs present.
- Visitors.
- 5 Members.

**Attendees:** Joline Albaugh, Esther Ames, Colleen Babcock, Kathy Barton, Mary Bazzano, Jean Biddick, Mary Blount, Cathy Dargel, Sally Dickinson, Evelyn George, Marie Luongo, Dave Kuskulis, Ruth Martin, Christine McCollum, Mary Meserve, Marie Morris, Meg Silvern, Joan Swanson, Reilly Zoda.

**Members:** Connie German, Janet Rupp, Barbara Heiman, Kay Hendricks, Reva Muhr.

**Visitors:**

**Secretary:** Joline Albaugh distributed the minutes by email on January 30, 2014. A motion to approve the minutes was made by Mary Meserve and seconded by Cathy Dargel. Motion passed.

<b>Treasurer:</b> Cathy Dargel		February 2, 2014
Checking Acct.		\$49,201.69
Checking Acct. 2	Credit Card Acct.	25.00
Savings Acct.		40239.18
Petty Cash		200.00
State Farm Bond	Unrestricted Fund	34481.6
State Farm CD # 849		91972.87
State Farm CD 1332		8074.98
State Farm CD 1465		7565.35
S.F. Restricted Bond	Endowment Fund	28663.18
<i>Total Current Assets</i>		<u>\$225,942.25</u>
Fixed Assets		
Accumulated Depreciation		(1,173.00)
Equipment-Fixed Assets		<u>9,177.47</u>
<i>Total Fixed Assets</i>		<u>8,004.47</u>
<b>Total Assets</b>		<u>\$233,946.72</u>

Cathy reported that the reason for the large amount of deferred dues in the income section in the January balance sheet was, though she did remember making the journal entry, it was not saved in Quick Books. Most likely that was due to a computer malfunction she had. It has now been corrected.

Cathy has met twice with Tracy Mitchell of State Farm. She has made a \$50,000 transfer from the Guild Savings account to the Unrestricted Bond. She has closed out one of the three CDs and the Money Market Account and moved that money into the Unrestricted Bond Fund. Due to the electronic transfer process that State Farm currently employs, she could not use either the CD or the Money market Account to pay the upload fees-it had to come from the Unrestricted Bond Fund account. Cathy has another appointment with Tracy to transfer the 2<sup>nd</sup> CD into the Unrestricted Bond Fund. She asked for authorization from this Board to make another appointment in March to finish closing out the CDs. Marie made a motion to allow Cathy (she will not be the elected Treasurer in March) to finish closing out the CDs. Sally seconded the motion. Motion passed.

Cathy has mailed out all of the required 1099s to speakers and judges and mailed the 1096 to the IRS. She has spoken to the tax preparer and the potential new Treasurer; they can make an appointment with each other to file the taxes for the last fiscal year. The Guild has 90 days from when our fiscal year ends (February 28) to file taxes. All pertinent paperwork needed to file the next set of taxes is now in the Tax Book.

Cathy decided to charge the credit fees from the money earned by the Small Quilt Auction to the Membership budget. As the amount was only \$112 and there being money left in that budget, she thought that was a better plan than deducting that money from the proceeds which were going to World Care. Marie made a motion to allow the Small Quilt credit/debit fees to be paid by the Membership budget. Sally seconded. Motion passed.

Cathy has run a tight ship with regards to policies of turning in money and requesting reimbursements. One committee has operated in the past without turning in money and using the money to make purchases for that committee without the money being turned over to the Guild and expenses being reimbursed. Cathy recommended that the Guild includes a new by-law that directs all committee heads to have funds made out to the Guild and not to a personal member. This money must be turned over to the Treasurer in a timely fashion and that all expenses must go through the Treasurer's records. The By-Laws, as they now stand, only specifies that procedure if money is to go to a charity. Because the IRS has asked to look at our by-laws, Cathy thinks that we need to clear this up to avoid future problems.

A motion to approve the Treasurer's Report was made by Ruth Martin and seconded by Kathy Barton. Motion passed.

**Vice President/By-Laws:** Sally Dickinson

- Sally is going to arrange an audit of the Treasury's books. Fran Needham, our Tax Preparer, agreed to head the audit committee. Sally needed to find the new addresses for Lita Doeskin, she had agreed to help with the audit earlier in the year. Karen Shipley will also help with the audit. Fran asked to delay the audit until late April because of the current tax season.

**Endowment/Donations:** Marie Morris

- No report.

**Quilt Show:** Jean Biddick/Dave Kuskulis

- Jean reported that the Quilt Fiesta had an attendance of 4,284 people. This is 500 more than last year. She also reported that they are projecting a \$42,000 profit.

**Membership:** Mary Meserve

- Mary said she has added 90 new members. Memberships are due in March.

**Programs:** Kathy Barton/Mary Blount

- Kathy received a mailing from the YMCA camp in Oracle. They said they could host quilting retreats with beds and meals if we were interested.

**Members-at-large:** Kathy Harris/Esther Ames

- No report.

**Bears:** Christine McCollum

- Bears are fine.

**Bees:** Ruth Martin

- Bees are fine and Ruth now has a growing list.

**Pattern of the Month:** Evelyn George

- The Pattern of the Month is “Braided Hearts Wall Hanging (or Table Runner)”. Evelyn showed her sample to the attendees.

**Corresponding Secretary:** Mary Meserve

- Mary had a Get Well card for Jeanne Coleman at the Quilt Show and numerous members signed it.

**Education:** Rachel Roberts

- No Report.

**Guild Pins:** Joan Swanson/Colleen Babcock

- Joan sold some pins at the Quilt Show. She has 40 pins left. Sally recommended that we give out the remaining pins to the children who participate in the Kids Row at the Quilt Show. No decision was made.

**Finance Committee:** Marie Morris

- Marie changed the date for the 2014/2015 Budget meeting to February 19. Meeting time is 9:30 at the GracePointe church, 5455 Westover Ave.
- If any entity is asking for an increase in budget, it should be submitted beforehand with an explanation of the increase.

**Historian:** Cathy Dargel

- Cathy has started a collection of the Quilt Show DVDs for our historical records. She would like to add all future DVDs.
- She also found a key to one of the storage rooms inside of the storage room. Because there is no current record of key holders, she recommends that the locks be changed and have a new record of key holders.
- Cathy asked to speak at the next General meetings to ask the whereabouts of the photo book of the prior show quilts. She also will ask about old posters, programs or Best of Show information that she might not currently have.
- Cathy volunteered to serve as Guild Historian if no capable volunteer asks to serve.

**Holiday Blocks:** Shari Thompson

- Shari will return the Blocks that were displayed at the Quilt Show to the owners during the February meetings.

**Hospitality:** Christine McCollum/Marie Luongo

- No Report.

**Library:** Donata Pfisterer /Kathryn Wald

- No Report.

**Newsletter:** Joey Nakagawa

- Reilly reported that the due date for March articles is February 19, 2014.

**Nominations:** Christine McCollum

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**Organizations:**

- NQA- Kathy Harris

No report.

- AZ Quilters' Hall of Fame- Colleen Babcock

Cathy Dargel thanked the Guild for the booth at the Quilt Fiesta.

- Quilt for A Cause- Evelyn George

Ruth Martin thanked the Guild for the booth at the Quilt Fiesta. Ruth also reminded us of the bus tours to the AQS show in Phoenix.

**Public Record Keeper:** Joan Swanson

- Joan plans on having a report by the end of the fiscal year. Her files are up to date.

**Quilt-a-thon:** Open

- A discussion was held on the responsibilities of the Quilt-a-thon Committee Chair. There is a book in Colleen's possession with the history and quilt patterns used. As there have been no volunteers, Sally said maybe one of the Bees might take it on as a group project.

**Quilting for Others:** Mary Bazzano

- No report.

**Raffle Quilts:** Karen Fisher

- 2014- The Raffle quilt ticket sales were \$4,698. The quilt had been appraised at \$2,300.
- 2015- Karen Fisher reported that all of the members who took blocks home have returned them to her.
- 2016- Terry Gallegos was the only member who turned in a design before the deadline. It is a beautiful design and Terry agreed to chair the committee. The design was unveiled during the Holiday Teas.

**Website:** Meg Silvern

- Meg said that photos can be uploaded to the website by following directions in the "Photo Album" on left hand side of the front page.

**Old Business:**

- No Report.

**New Business:**

- The Small Quilt Auction made \$3,279. Barbara Heiman asked that we round up the number to \$3,300. Mary Meserve made a motion to take the money needed from Membership. Joan Swanson seconded and motion passed.
- Rena Muhr representing the SaddleBrooke Ranch Friday Quilters asked permission from the board to sell raffle tickets at the February meetings. The tickets will sell for 1 for \$1 or 6 for \$5. The proceeds will go to 11 different organizations that they help support. Jean Biddick made a motion to allow the sale and Evelyn George seconded. Motion passed.
- Kay Hendricks representing the Faculty Women's Club also asked to sell raffle tickets during the February and March meetings. 1 for \$1 or 6 for \$5. The proceeds will go to a U of A scholarship. Colleen Babcock made a motion to allow the sale and Cathy Dargel seconded. Motion passed.

- Evelyn George representing the Piecepatchers Bee asked for permission to sell raffle tickets during February and March meeting. The tickets will sell for 1 for \$1 or 6 for \$5. The proceeds will go to Quilt for a Cause. Joan Swanson made a motion to allow the sale, Colleen Babcock seconded. Motion passed.

There being no further business, a motion to adjourn was made by Joan Swanson.

Meeting Adjourned at: 10:44.

Respectfully submitted,

Joline Albaugh

Secretary