

Tucson Quilters Guild
Business Meeting
March 4, 2015

Meeting called to order by Roberta Sipes at 9:30 a.m.

- 9 Board members present.
- 12 Committees represented.
- 1 additional member present.

Attendees:

Board: Betty Anderson, Kathy Barton, Sally Dickinson, Connie German, Barbara Heiman, Mary Meserve, Roberta Sipes, Joan Swanson, Reilly Zoda

Committee: Mary Bazzano, Cathy Dargel, Marie Luongo, Christine McCollum, Marie Morris, Joey Nakagawa, Donata Pfisterer, Meg Silvern, Paulette Worman

Members: Alice Wilder

Visitors: None

Secretary: Barbara Heiman

- Barbara Heiman distributed the finalized minutes on March 3, 2015. Connie German moved to approve the minutes. The motion was seconded by Kathy Barton and passed.
- Barbara asked that e-mail addresses be added to the attendance list for new attendees.

Treasurer: Kathy Barton

- Kathy Barton reported total assets of approximately \$230,000. (Details in appendix.) Connie German moved to approve the treasurer's report. The motion was seconded by Cathy Dargel and passed.
- Cathy Dargel reported on her investigation into changing the fiscal year because of the later Quilt Show for 2016. According to the accountant, this is simple from the IRS viewpoint. We would have to file two tax returns: one for the shortened tax year from March 2015 through the end of our new fiscal year. Then we would file a return next year for the new fiscal year. This would entail an expense to prepare this extra return.
- Changing the fiscal year would have several implications. First, a by-law change is needed. We have to show this to the IRS for justification of the change. In addition to simply changing the by-laws, decisions need to be made for membership and board terms. Presuming the terms change along with the fiscal year, what about the extra months? One suggestion was that we simply "forgive" the extra membership months.

- Marie Morris moved to start the process of changing the fiscal year from March 1 to February 28 to May 1 through April 30. The motion was seconded by Reilly Zoda and passed. Roberta will talk with Elaine Romanelli about initiating the by-law changes.

Vice President/By-Laws: Elaine Romanelli

- No report.

Endowment/Donations: Sally Dickinson

- No report.

Quilt Show: Joan Swanson / Betty Anderson

- Joan reported that there were many raffle quilt patterns left. After discussion, the group recommended that we put the extra patterns for sale at the membership table for several months. After that, we should pass along any extras to Quilt for a Cause, since they already conduct pattern sales.
- Joan also reported that they are working on their committee budgets. An e-mail will be sent to find out who is planning to continue on their Quilt Show committees, who is planning to move to another position, and who is retiring from the Quilt Show committee at present.
- The Quilt Show wrap-up meeting was held Friday, February 27 and went well.

Membership: Mary Meserve

- Mary announced that we currently have 235 members, including 40 new members.

Programs: Connie German / Reilly Zoda

- Classes are filling and speakers are being booked for the future. Input from the Guild is encouraged.
- The March workshops for Nancy Prince are full, except for one cancellation which is expected to be replaced.
- The second Maria Elkins class in April has been cancelled due to low sign-ups.

Members-at-large: Laurie Mullins / Evelyn George

- No report.

Five Year Planning: Cathy Dargel

- The committee has met again with some success. With the Quilt Show, we obtained a \$7,000 reimbursement because of our continued financial losses. That is, for the past 4 years, the Guild has lost about \$10,000 from the gross each year. This year it was almost \$14,000.
- Cathy met with the Membership Director and has gone through the committee's list of questions. Thanks to Mary Meserve for her compliance and willingness to talk.
- A list of questions to the library committee was sent on Oct 28 of last year. The committee is still waiting for answers. Kathryn Wald indicated that she sent a response in November to Donata, but it has not been received by the committee. Donata Pfisterer agreed to rectify this and forward the response.
- Thanks to Kathy Harris for putting together the Survey, the results of which are posted to the website. Comments will be shared with the appropriate committees to better direct our resources and efforts. For the most part, people are happy with our Programs. However, it appears that the Library is not being used by even half of our Guild members; many commenting that they didn't even know we had one!
- The committee would like to suggest a method to reward volunteers that agree to take a Board position. They recommend that they be given free membership in the second year of their term. No action was taken on this recommendation. The suggestion was tabled for further discussion at a later date.

Bears: Christine McCollum / Marie Luongo

- Bears will be starting this month.

Bees: Laurie Mullins

- No report.

Pattern of the Month: Evelyn George

- This month's pattern is Dancing Wildflowers, a 6" quilt block pattern.

Corresponding Secretary: Mary Meserve

- No report

Education: Open

- The position is still open.

Finance Committee: Marie Morris

- Marie Morris reported that the budget (resulting from the Budget meeting on February 19) was sent out via e-mail. There are two changes from that distribution: the expected profit is \$15,900 and the next income is \$1090.
- One of the changes in budget categories was the addition of charitable collections and charitable donations. These categories are for bookkeeping when we collect monies for a specific purpose and immediately send out the proceeds of those collections. Examples include the raffle tickets at the Christmas buffet for the Community Food Bank. Marie recommended that the Small Quilt Auction proceeds be moved to these categories. Cathy Dargel moved to move the Small Quilt Auction to the charitable collections and charitable donations category. The motion was seconded by Joan Swanson and passed.
- Sally had questions on the endowments / grants budget category. The by-laws call for both grants and *donations*. The distinction is that endowments are for larger organizations with required accountability. Donations are intended for smaller groups. After discussion, the consensus was that both categories should be kept, the donation category should be changed to grants (to avoid confusion with the charitable collections / donations discussed earlier), and that some form of accountability be added for grants. Reilly Zoda moved to start the by-law process to change "donations" to "grants" and to add accountability to grants. The motion was seconded by Donata Pfisterer and passed. Roberta will pass this along to Elaine.
- Marie Morris reported that there were problems with printing exceeding budgets without board approval, particularly for the Newsletter and for Pattern of the Month. Barbara Heiman moved that the Newsletter and POM committees be reminded to live within their budget, whether by printing fewer copies or by finding an alternate, cheaper printing alternative. The motion was seconded by Cathy Dargel and passed.
- Cathy Dargel moved to accept the budget. The motion was seconded by Donata Pfisterer and passed.

Guild Pins: Diane Bach / Janet Rupp

- Joan Swanson reported that there are a few pins left for Guild meeting sales. Delivery of the new order has been delayed by Chinese New Year and should be received within a few weeks.

Historian: Cathy Dargel

- No report.

Holiday Blocks: Judy Gilmartin / Colleen Babcock

- No report.

Hospitality: Christine McCollum/Marie Luongo

- No report.

Library: Donata Pfisterer /Kathryn Wald

- There will be a sale in May. The library could use some more help.

Newsletter: Joey Nakagawa

- Joey noted that the due date for April articles is Wednesday, March 18, 2015.
- Joey also noted that it is sometimes possible to include Newsletter articles received after the due date. However, if one is planning a late submission, please let Joey know it is coming by the due date.

Nominations: Reilly Zoda

- Reilly will be looking for volunteers for open committee positions.

Organizations:

- NQA- Mary Meserve – Mary is the new lead for this organization.
- AZ Quilters' Hall of Fame- Cathy Dargel – Per the Newsletter, nominations are welcomed for membership in the Hall of Fame and for Shop of the Year. Information is available from Cathy or on the website.
- Quilt for A Cause- Evelyn George – The call for quilts is ongoing. Quilters who want to donate finished quilts now (with hanging sleeve and quilt donation form) can bring them to any Guild meeting or turn in at local quilt shops. They go on display early, on the website and in the community, increasing their potential to be sold in advance of the October 2016 auction, at the "buy me now" price which is twice the assessed sale value.

Quilt-a-thon: Paulette Worman

- As a new member, Paulette had some questions about the Quilt-a-thon. First, what is the purpose of the quilt-a-thon? Answering as historian, Cathy Dargel reported that it was started to give members an opportunity to work with others making quilts for charity during the summer when not much Guild business was going on. For members who do not participate in a Bee, this gives them an opportunity to experience the pleasure of working with others for the benefit of the community.
- The second question: are there any specific criteria (such as tax status) for the charity? The meeting consensus is that it is up to the Quilt-a-thon committee, with no

specific tax-exempt status required. Since a few dozen quilts are completed during the Quilt-a-thon, the committee should look for a group that can use this many quilts or perhaps divide the output between two organizations.

- Finally, Paulette will be looking for committee members. The group recommended that she ask at the Guild meetings and/or set up a sign-up table during the meetings.

Quilting for Others: Mary Bazzano

- Quilting for Others has more donated fabric than they can store. Mary has encouraged some Bees to come to the storage facility and get yardage for their donation project.
- There was extensive discussion regarding what we can do with donated fabric and tools if there is more than we can use. Although we should check with our accountant, it is believed that we can't sell any donations outright, but we could sell with the monies going directly to a charity (charitable collections / donations).
- It was recommended that Mary announce at the meetings that organizations who make charity quilts (bees, church groups, etc.) can pick up fabric at the storage facility at a time convenient for Mary.

Raffle Quilts: Terry Gallegos / Colleen Babcock

- 2016- The quilt is ready to go to the quilter.
- 2017- No report.

Public Record Keeper: Open

- No report.

Website: Meg Silvern

- An e-mail was sent out to help Mac users who have difficulty logging onto our website. It is helping.
- The password will be changed on March 12.
- Meg asked for help in making sure her board and committee member e-mail addresses are up-to-date.

Old Business:

- None

New Business:

- None

There being no further business, Sally Dickinson moved to adjourn.

Meeting Adjourned at: 10:43 a.m.

Respectfully submitted,

Barbara Heiman, Secretary

Attachment 1: Treasurer's Report, Current Month

03/03/15

Balance Sheet

Accrual Basis

As of March 3 2015

ASSETS

Current Assets

Checking/Savings

Checking Account	\$52,159.11
Savings Account	\$40,248.83
Petty Cash	\$100.00
Checking 2 Cr CD	<u>\$25.00</u>
Total Checking/Savings	\$92,532.94

Other Current Assets

State Farm Restricted B F	\$30,610.05
S.Farm Unrestricted B F	<u>\$107,555.08</u>
Total Other Current Assets	<u>\$138,165.13</u>
Total Current Assets	\$230,698.07