

Tucson Quilters Guild
Business Meeting
March 2, 2016

Meeting called to order by Elaine Romanelli at 9:30 a.m.

- 10 Board members present.
- 12 Committees represented.
- 3 additional members present.

Attendees:

Board: Betty Anderson, Kathy Barton, Sally Dickinson, Dale Domingue, Karen Fisher, Evelyn George, Kay Hendricks, Elaine Romanelli, Denise Withrow, Reilly Zoda

Committee: Colleen Babcock, Cathy Dargel, Kathy Harris, Diane Hartman, Barbara Heiman, Marie Luongo, Mary Meserve, Meg Silvern, Paulette Worman

Members: Connie German, Joan Swanson, Alice Wilder

Visitors: None

In Roberta's absence, Elaine Romanelli chaired the meeting. She started by extending a thank you to the Quilt Show chairs, their committees and all the helpers for making the 2016 show successful.

Secretary: Jan Johnson

- Barbara Heiman distributed the final February minutes by e-mail on February 26, 2016. Cathy Dargel moved to approve the minutes. The motion was seconded by Kathy Harris and passed.

Treasurer: Dale Domingue

- Kathy Barton reported total assets of approximately \$232,000 in assets. (Details in appendix.) Cathy Dargel moved to approve the treasurer's report. The motion was seconded by Kathy Harris and passed.
- For future reference, Dale noted that her surname is pronounced like the word meringue.
- Also, for future reference, Kathy asked that all members, particularly board members, take responsibility for submitting all check requests with the necessary paperwork and in a timely fashion. This will make the treasurer's job easier.

Vice President/By-Laws: Elaine Romanelli

- Elaine reported that two ad hoc committees had been formed and met since our last meeting. The first one was the internal audit committee, consisting of Dale Domingue, Ruth Martin and Marie Morris. They met with Elaine and Kathy Barton and performed an internal audit, as required by the TQG by-laws when a new

treasurer is installed. They reviewed the books and examined a random sampling of expenses. All was in order and the audit was declared successfully passed.

- One point of discussion at the audit meeting was the existence of too many committees. The recommendation is that, as is done for the Quilt Show, many of our committees could be combined under a "super-committee". For example, a Quilt-for-Others committee could encompass Quilting for Others, Bears, Quilt-a-thon, etc. Likewise, a Member Services Committee could include membership, newsletter, etc. One effect of this change might be to remove the pressure put on committee chairs to attend Board meetings. A second effect might be to consolidate announcements at the meetings, which would be appreciated by the general membership. Kathy Barton agreed to write up a proposal to this effect, including any necessary by-laws changes.
- The second committee consisted of Elaine and Sally Dickinson to review the by-laws. They went through them carefully and extensive discussion of each of their findings follows.
- First, while not exactly a by-laws issue, there was discussion of the meeting format in the month of the Quilt Show. Based on perceived member wishes, there were no "skits" on hostessing nor other subjects planned for the February 2016 meeting and no formal part of a meeting was held. Many members hung around after delivering their quilts and weren't sure what was happening. There were two possibilities posited for this meeting in the future. 1) Have a program of some kind, whether related to Quilt Show preparation or a guest speaker. 2) Have no meeting and simply collect the quilts in the church classroom (saving rent on the hall). The majority of board members present voted for number 2. The Programs Committee was tasked with the job of contacting the church to let them know that we wouldn't need the hall for the February 2017 meeting.
- Along with a discussion of the meeting during the month of the Quilt Show, there was a problem with getting attendees to vote for the 2016-17 slate of officers, since there was no meeting. The recommendation of the by-laws committee is to change the directors' term of office *and* the membership year to April 1 through March 31. This means that the current officers will have an additional month of service and that members will get 13 months of membership for the current year. Joan Swanson moved to change the directors' term of office and the membership year to April 1 through March 31. The motion was seconded by Colleen Babcock and passed.
- The next recommended change is to require the annual fiscal meeting to be held in May so that the budget is approved before the start of the fiscal year (July 1). Sally Dickinson moved to change the by-laws to read that the annual fiscal meeting should be held on or before the final Friday in May. The motion was seconded by Kathy Barton and passed.
- The third change is one that recognizes how we've been operating. The by-laws currently say that one program chair be elected each year for a 2-year term (as we do for the Quilt Show chairs). Instead, we have been electing the program chairs as a duo every other year. Reilly Zoda moved that the by-laws language be changed to reflect reality. The motion was seconded by Kathy Barton and passed.
- In response to the next suggestion, Colleen Babcock moved to include committee chairs in jobs descriptions. The motion was seconded by Connie German and passed.

- Kathy Harris moved to include in the by-laws the requirement to bond our treasurer. The motion was seconded by Sally Dickinson and passed.
- Cathy Dargel moved to change all language that mentions grants and donations so simply grants and to state that monthly financial statements should be distributed to all board members. The motion was seconded by Reilly Zoda and passed.
- There was discussion on putting statements in the by-laws that allowed small gifts to be made to volunteers (board members, Quilt Show committee chairs, etc.) at Guild expense. Cathy Dargel reminded us of a historical incident when the Quilt Show chairs bought boutique items for their committee and charged them to the Guild. This was viewed as a "conflict of interest" and would constitute a significant benefit to the the recipients, as opposed to the "volunteer pins" or other item of similar value under discussion. After extensive discussion, a vote of those present indicated that they do not really want a "volunteer pin" nor other token of appreciation for their service.
- There was discussion, without resolution, on whether the positions of members-at-large have outlived their usefulness.
- The final issue discussed was that of expenditures that are submitted without any oversight, particularly when those expenditures are significant. Kathy Barton moved that any expenditure over \$100 requires two signatures on the check request and that this requirement be included in the by-laws.
- Elaine asked that if anyone thinks of other desired changes, they should let her know so we can have only one set of changes to the by-laws this year. Note that all by-laws changes discussed above must be voted upon by the general membership. Votes at this Board meeting are only to show Board support for the changes.

Endowment/Donations: Sally Dickinson

- E-mails will be sent to invite grant applications from five organizations: The Arizona Historical Society, the Quilt Documentation Project, Sharlot Hall in Prescott, the Rocky Mountain Quilt Museum and the Arizona State Museum. The deadline for applications has been extended to the end of April.

Quilt Show: Betty Anderson / Reilly Zoda

- Attendance at the show was 3482, approximately 200 more attendees than last year.
- Costs for the 2017 show will be going up, the hall rental rate is increasing by \$4100 to a total of \$16,400 plus tax. There will also be additional security expenses for escalator security during the show.
- As always, Sunday attendance was small, although the paid attendance did cover the cost of the hall. There has been discussion of a 2-day show over the past few years. Betty Anderson noted that it will be easier to back down from 3 days to 2 at some later point in time so they will be reserving the hall for the usual 3-day show (plus 2 days for set-up.) One consideration in shortening the length of the show might be its effect on getting vendors. Kathy Barton agreed to

contact vendors to solicit their opinion, particularly for those traveling long distances to our show.

Membership: Kathy Barton

- The transfer of office is going smoothly.

Programs: Karen Fisher / Denise Withrow

- The new chairs announced that they would be wearing hats at meetings to make it easy for members to find them. They are also starting the process of engaging future speakers and welcome suggestions. An announcement should be made at the general meetings next week to this effect, noting that "future" means four-years out.

Members-at-large: Kay Hendricks / Evelyn George

- Kay Hendricks has heard from members that would like to see the revival of the boutique, especially since there was space available. The board recommended that if a small group would like to start their own boutique, then they should rent vendor space for this purpose.
- Kay also heard from members that they were disappointed that there was no "project" that attendees could work on. Mary Meserve noted that when she had set up a quilt for this purpose, no guests were interested. This is the reason the practice was discontinued and there is no strong reason to revive it.
- Evelyn George noted that, as member-at-large, she has been getting webinar invites. Her recommendation to anyone receiving such spam is to delete the invitations.

Bears: Christine / Marie Luongo

- Bears are coming in April.

Bees: Laurie Mullins

- No report.

Corresponding Secretary: Mary Meserve

- Jan Johnson is in the hospital. Joan Gilbert is also ill.

Education:

- The position is still open.

Finance Committee: Marie Morris

- No report.

Guild Pins: Diane Bach

- No report.

Historian: Cathy Dargel

- The historian's storeroom has a new lock. The old one had to be cut off to gain access to needed equipment for the Outreach booth at the show.
- Cathy will be making and keeping copies of the storeroom key which can be borrowed for a short time by other members, as necessary.

Holiday Blocks: Judy Gilmartin / Colleen Babcock

- No report.

Hospitality: Christine McCollum/Marie Luongo

- No report.

Library:

- Donata has resigned and we need to effect a handover. Kathy Barton volunteered to look into setting up a library committee.
- The Textile Visual Arts of Tucson group is looking at the Shriner building on Tucson Blvd. Several guilds are having library issues, including needing space to house their collections. They are thinking of renting a room. Should TQG participate? Kay Hendricks moved to task Cathy Dargel to request sufficient space for our library. The motion was seconded by Kathy Harris and passed.

Newsletter: Diane Hartman

- Diane reported that the due date for April articles will be Wednesday, March 23.

Nominations:

- No report.

Organizations:

- Quilt for A Cause- Evelyn George - Thanks to the Quilt Show committee for providing them with a wonderful space. They had good

sales at the show. Also, thanks to the Small Quilt Auction for the donation.

Quilt-a-thon: Paulette Worman / Barbara Heiman

- Barbara and Paulette reported that they were considering splitting the Quilt-a-thon products among the TMC Neo-Natal unit, Family Lovings Kare (several residences for the elderly) and Fisher House (housing for families of soldiers and veterans being treated at the Tucson VA). They requested the Board's approval to leave the final decision to the committee, as has been done in the past. The Board agreed.

Quilting for Others: Mary Meserve / Kathy Harris

- Mary and Kathy will be meeting with Quilt-a-thon to see what fabric they have that might be suitable for Quilt-a-thon kits.
- Emerge has received more donations and they were thrilled to receive them.

Pattern of the Month: Evelyn George

- March is National Quilting Month; March 19 is National Quilting Day. Pattern of the Month is celebrating by remembering patterns of the past, providing members with extra patterns leftover from past POM, etc. Included in the celebration is a reminder to members of a Pie block, in honor of National Pi Day (March 14, 2016, since pi ~3.1416).

Publicity:

- The position is still open.

Raffle Quilts: Colleen Babcock

- 2017- No report.
- 2018 - No report.

Public Record Keeper: Mary Meserve

- Mary is keeping a list of donations.

Website: Meg Silvern

- Meg will be updating the e-mail addresses on the website. Please check once the update is made to confirm that your address is correct.

Old Business:

- None

New Business:

- None.

The meeting was adjourned at 11:14 a.m.

Respectfully submitted,

Barbara Heiman, Acting Secretary

Attachment 1: Treasurer's Report, Current Month

01/06/16

Balance Sheet

Accrual Basis

As of January 6, 2016

ASSETS

Current Assets

Checking/Savings

Checking Account	\$41,850.40
Savings Account	\$40,256.85
Petty Cash	\$100.00
Checking 2 Cr CD	<u>\$25.00</u>
Total Checking/Savings	\$82,032.25

Other Current Assets

State Farm Restricted B F	\$31,446.01
S.Farm Unrestricted B F	\$117,120.86
Total Other Current Assets	\$148,566.87
Total Current Assets	\$230,599.12

Fixed Assets

EQUIPMENT

Accumulated Depreciation	-\$9,306.11
EQUIPMENT - other	\$11,109.50
Total Fixed Assets	\$1,803.39

TOTAL ASSETS \$232,402.51