

Pattern of the Month Committee Chair

The Pattern of the Month Committee Chair is a volunteer position, appointed with approval of the President and Board of Directors. The duties and responsibilities of the Pattern of the Month Committee, as designated in the Guild By-Laws are: *to create quilt-related projects that are shared with the membership*. The Chair may recruit a Co-Chair as desired as well as other guild members to assist in the work of the committee.

Duties occur monthly and include, more specifically, the following;

1. To obtain and update as necessary the historical notebook that summarizes the activities, communications, and results of the work of the Pattern of the Month Committee.
2. To design, present, and display a block or project pattern at all or most General meetings. Presentation frequency may be up to the discretion of the Chair.
 - The pattern can be of any technique, e.g., hand or machine pieced, hand or machine appliqué.
 - The patterns may be an original design or from a publication. If the source is known, credit should be given in the handout.
3. To publish the pattern in the Newsletter. The pattern must be submitted to the Newsletter Editor approximately one month in advance of the General meeting.
4. To prepare a report for submission to the President and the Board that summarizes the activities of the Pattern of the Month Committee over the past year as well as concerns and recommendations. The report should be submitted by June 30 so that it is available in July for the new fiscal year.

Last Update – April 2024