

Minutes of the SFQG Board Meeting – February 28, 2017

Location: Ortega Branch Library, 3223 Ortega Street, SF, CA

In Attendance: Alex Byrne (by phone), Anna Chan, Caroline Cory (by phone), Cher delaMere, Adrienne Hickman, Cathey Kennedy, Sylvie Marquet, Gloria Miller, Lee Schulstad, Claudia Shearer

The meeting was called to order at 6:30 P.M.

The minutes of the January 2017 meeting were approved.

Treasurer's Report – Gloria Miller

The monthly Cash Flow Report and the Profit and Loss Statements were distributed prior to the meeting via email.

A one year lease has been signed with the Chinese 7th Day Adventist Church. The rent will be going up as of April 1, 2017 and the \$450 security deposit has been paid.

\$7,600 is needed in the Quilt Show account. Right now there is a shortfall of \$3,000. The motion was made to transfer that amount from the Guild account to the Show account. The motion passed unanimously.

Parliamentarian's Report – Claudia Shearer

The Search Committee was reconvened to find a replacement for the outgoing VP. Members of the Search Committee include Claudia Shearer, Cher delaMere, Kenan Shapero, Dorte Brandenhoff and Gloria Miller. A list of potential candidates has been compiled, but no one has been approached yet and no one has been presented to the Executive Committee for review.

The President will send out an e-blast to the guild membership requesting suggestions of names.

Programs – Cathy Miranker

The report was sent out prior to the meeting via email. Cathy was not able to attend this meeting. Two people have approached Cathy to help out with Programs. Becky Simpson will be returning to the Sewcials Table at the monthly guild meetings, to talk up Sewcials, take in-person registration and provide student supply lists. A newcomer to the guild, who joined at the February meeting, Laura Damkoehler, has offered to learn the tasks associated with Programs, shadow Cathy, and help her with set-up/take down for speakers.

The remaining unfilled role is the Saturday person to make Sewcials happen. Responsibilities include picking up the key in advance, picking up/transporting Sewcial equipment (now in Janet Mednick's possession), opening up the room, coordinating set-up and clean-up. Treating the teacher to lunch, giving the instructor her check, and closing up. The President announced at the last meeting that whomever takes on this job will have the perk of free tuition to the lesson.

Cathy will pitch the position in the April newsletter and also welcome Becky and Laura.

If no one steps up Sewcials will need to be cancelled starting with Freddy Moran's workshop scheduled for April 29th.

Quilt Show – Lee Schulstad and Caroline Cory

Caroline is working on the minutes from the last meeting. The satellite houses are all set and on track. Lee and Adrienne have labeled all the pictures of the quilts for the show. At this point 8 additional feet of pipe and drape will be needed. No decisions are necessary at this point because there may be quilts that end up not being submitted at the last minute. It has been suggested that 3 featured artists are too many. It infringes on the space for members' quilts. Kenan, Adrienne and Lee will meet the coming week to work out the final layout. Due to the advance ticket sales we only need to have 561 paying attendants to break even. The featured artists have been posted to Instagram.

Community Outreach – Adrienne Hickman

9 baby quilts and 16 preemie quilts were turned in at the February meeting. In addition 5 preemie quilts and 11 pillowcases were donated before the meeting. Louise Jackson will continue to process and deliver Preemie quilts. The plan is to break up the job of Community Outreach into separate tasks and seek volunteers for each position. Adrienne will stay on as Chairperson and pillowcase coordinator. The June Outreach Sewcial may have to be cancelled due to a trip to England that Adrienne is taking. Still seeking someone to take over.

Historian's Report – Jeanie Low

Report submitted via email prior to the meeting. Jeanie will have the guild's History Binder at the Membership Table for the Quilt Show.

Hospitality – Margaret Piazza

The report was sent via email prior to the meeting. The request has been made to have hot water available for coffee and tea at the beginning of the monthly meetings. Since our insurance and rent only provide us access to the building between 6:00 P.M. and 9:00 P.M. the hot water will be available as soon as it can be after the 6:00 P.M. arrival of Hospitality. There seems to be little interest in the fat quarters being offered as birthday gifts. Other options (at no expense) are being explored.

Librarian's Report – Cher delaMere

Cher will turn over the complete set of Board minutes and newsletters to Jeanie Low. Dani Lawler has the complete list of the Library holdings. Adrienne Hickman has the Quilt Show inventory. The By-Laws are at large. They were in the possession of Joyce Goode, now deceased. Caroline Cory will check with her husband to see if we can collect all of her guild binders. Cher will be away for 3 months. She will have 2 volunteers at the Library table while she is away.

Membership Report – Anna Chan

The report was sent out via email prior to the meeting. Three new members joined in February. That brings the 2016-17 total of new members to 17. Affiliate members stand at 13 and newsletter subscribers remains at 5. Three volunteers stepped up to help with the New Members Social, which occurs every other year. No tasks have been assigned yet. The membership directory will be available at the March meeting.

The suggestion was made that the Membership Chair can add new member names to her monthly report to the board.

Anna made the request to the Board members, that as they pass the membership table at the Quilt Show, to offer to help with any questions or concerns that volunteers may have.

Newsletter – Ginger Ashworth

The report was sent out via email prior to the meeting. Ginger was unable to attend the meeting. A request for a number of newsletters to hand out at the show was put forth. It was decided that 20 of the March issue will be made available as well as 18 from February and various ones from 2016. Information is also available on the guild Web site.

NCQC Report, Challenge Quilt Report, & Secret Pals Report – Laraine Salmon

The report was sent out via email prior to the meeting. Laraine was unable to attend the meeting. The February NCQC meeting was described as fun with about 10 instructors demonstrating their specialties to small groups. Every 15 minutes the groups would rotate to a new station. Given the 2 hour time frame each person was able to learn from many teachers. The aim was to promote the lecturers for guild meeting and workshops. It was an interesting format. The observation was made that the SFQG's opportunity quilt was not posted to the NCQC Web site.

There are 24 items in the Challenge Quilt entry list. 3 people entered their items twice, so the original estimate of 27 entries was reduced.

Laraine is interested in starting up the Secret Pals program again in the spring. An article has been written and submitted for the March newsletter.

Opportunity Quilt Report – Sylvie Marquet

13 more envelopes of raffle tickets have been distributed bringing the total to 112, which represents 64% of the members' participation. Several extra books of tickets have been requested and handed out. So far \$1,236 has been raised by guild members and \$140 from others (the Alameda Quilt Guild, the Peninsula Quilt Guild and East Bay Heritage Quilt Guild).

The anticipated forecast for this fundraising effort is \$2,500.

Linda Hannawalt has the drum for the drawing at the show. Adrienne will pick it up and deliver it to the venue. Sylvie as Chairperson of the Opportunity Quilt committee has the perk of drawing the winning ticket.

The President stated that the next opportunity quilt will not go into production without a “wrangler” in place to champion it.

Web Site Report – Barbara Strick

The report was sent out via email prior to the meeting. Barbara was unable to attend.

The Web site is current. If a requested posting is omitted please resend the request to Barbara.

Old Business

There is a Quilt and Doll show on April 1st at the Healdsburg Senior Living Community center. Sally

Turk and Lee Schulstad will transport about 6 quilts up there to represent the SFQG. Postcards may also be sold.

QuiltAway, Catherine Sherman is exploring the possibility of a two-day workshop for the Spring/Summer of 2018.

New Business

Alex Byrne will be away in April.

Cathey Kennedy will be away in May.

It was suggested that the announcement be made at the New Member's celebration that every member is expected to sell \$20 worth of Opportunity Quilt tickets and volunteer time to the Quilt Show.

Committee Chairs are responsible for passing on information and records gathered from their tenure to the new chairperson, discussion next month.

Web site and Membership Directory alternatives and overhauls are being explored. A Google Drive as a possible solution for the Directory will be researched by the incoming VP.

The location for the March 28th Board meeting will be the Ortega Branch Library at 6:30 P.M.

The meeting was adjourned at 8:15 P.M.

Respectfully submitted by

Cathey Kennedy

Secretary to the Board