

## **Minutes of the SFQG Board Meeting January 24, 2017**

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

In Attendance: Alex Byrne, Dorte Brandenhoff, Anna Chan, Caroline Cory, Cher delaMer, Adrienne Hickman, Cathey Kennedy, Jeanie Low, Sylvie Marquet, Gloria Miller, Cathy Miranker, Lee Schulstad, Claudia Shearer, Barbara Strick

The meeting was called to order at 6:38 P.M.

The minutes of the last board meeting (November 2016) were approved.

### *Treasurer Report – Gloria Miller*

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

Two service charges at \$20 each from Wells Fargo Bank will be reversed in February. Mistakes made by bank because of bank error.

Check #2478 written to Jane Strem for \$56.97 is listed in error as \$96.25. Jane was paid the correct amount for the cakes she delivered to the Anniversary Dinner, and an adjustment will be shown on the February Cash Flow report.

Nelson Salsa has been removed as a signer on the Wells Fargo Bank checking and savings accounts due to his resignation from the Board.

There has been a rent increase from \$250 to \$300 per month for the use of Chinese Seventh-Day Adventist Church hall.

### *Parliamentarian's Report – Claudia Shearer*

Vice President to the Board, Nelson Salsa has stepped down. Strategies were discussed as to how to fill the position. Claudia will work with the nominating committee to achieve that goal.

### *Programs Report – Cathy Miranker*

Online registration is now available on the guild's web site.

A temporary venue change for Sewcials is necessary for the months of April and May. The classes will be held at the Ingleside Police Station community room, 1 Sgt. John V. Young Lane, SF, CA.

A person is being sought to (wo)man the Sewcial table at the January through September Guild meetings to promote classes, answer questions and help us meet the minimum enrollment for each session.

The position of Saturday Sewcial facilitator remains open.

All speakers are scheduled for 2017, along with four instructional Sewcials: details and pictures are on the web site. There are four speakers scheduled so far for 2018 along with one instructional Sewcial; other speakers are being sought.

A projector is needed for some speakers and will be purchased with funds already in the Programs budget.

An online sign-up form is being developed for the Community Outreach Sewcials in June and November and will soon be added to the web site.

*Historian's Report – Jeanie Low*

The 35<sup>th</sup> Anniversary Dinner celebration was well received and very successful.

There were 115-120 in attendance.

The event budget was \$3,864 and the actual cost was \$3,300.

The success was due to several factors: the reasonable cost of the food, volunteers (25+), who made all the party favors and set up and cleaned up, our speakers Gloria Miller and Joe Cunningham (pro bono), the member quiltlets displayed on stage and the enthusiasm of the members who came.

*Hospitality Report – Margaret Piazza*

The hospitality table is running smoothly. There are no expenses to date and there are plenty of supplies.

*Library Report – Cher delaMer*

Space will be need within the next couple of months to archive the equivalent of three shelves worth of binders of old Board Minutes and Newsletters.

The suggestion was made that the old records be digitized.

The Guilds newsletters are sent to the University of Nebraska, which is the only University in the country that has a Quilt Chair.

*Membership Report – Anna Chan*

Membership currently stands at 173, with 9 affiliates and 5 Newsletter subscribers.

The president will approach a prospective candidate, who has been identified, to update our Membership Directory.

It was determined that the Quilt Entry chair (Claudia) will provide Anna with a list of entrants to the quilt show after entry is closed to make sure that each entrant is a guild member in good standing.

Several supplies will be needed for the Quilt Show: a table cloth, a cash box, 50-70 Newsletters to hand out to show attendees who are considering joining the guild, SFQG bookmarks with guild information to hand out and the Quilt Guild Information Binder.

*Opportunity Quilt Report – Sylvie Marquet*

To date 99 envelopes of raffle tickes have been distributed. Several extra books of tickets have been requested and handed out.

So far the amount raised by this effort is \$782.

Six area guilds have been lined up for display of the Opportunity Quilt and the sale of the raffle tickets running from January 18th through March 14th.

*QuiltAway Discussion – Alex Byrne*

Since the position of running QuiltAway remains unfilled, several options were discussed. Cathy Miranker will explore them and the topic will be moved to next month's agenda.

*Website Report – Barbara Strick*

The website is current for speakers, sewcials and Guild calendar.

An account has been set up with Flickr to post show and share. The December meeting was used as a test the link is <https://www.flickr.com/photos/151201566@N05/albums/with/72157677443998112>

*Quilt Show Report – Lee Schulstad / Caroline Cory*

All aspects of the show are on track.

All the vendor space has been rented out resulting in the income of \$10,007.50, which covers our rent of the hall of St. Mary's Cathedral in SF.

There are between 190 and 205 paid quilt entries.

Five satellite houses have been identified in SF and several others around the Bay Area for quilt drop-off.

One thousand people need to come to the show to make it successful. Last time there were twelve to fourteen hundred admissions.

The co-chairs have been requested to draft a timeline of the activities for the week leading up to and including the show to provide to the Board.

*Discussion of Open Roles and Volunteers*

Volunteer identification is an ongoing process.

The Guild's membership over the years has been on the decline.

Clear outlines of the roles to be filled, including the number of hours required, are needed.

A “Job Fair” will be set up at the February Guild meeting instead of show and tell. Cathy Miranker will bring “treats”.

*Old Business*

The 35<sup>th</sup> Anniversary Dinner was such a success. How to keep the alums of the Guild engaged? One idea was an Alumni News section on the Website.

*New business*

none

The location for the February 28<sup>th</sup> Board meeting will be the Ortega Branch Library at 6:30 P.M.

The meeting was adjourned at 8:30 P.M.

Respectfully submitted by

Cathey Kennedy

Secretary to the Board