

SFQG Board Meeting Minutes – January 22, 2019
Location: Ortega Branch Library, 3223 Ortega St., SF, CA

Present: Maren Larsen, Gloria Miller, Cathey Kennedy, Anna Chan, Adrienne Hickman, Cathy Miranker

Meeting start time: 6:35 PM

MSP: November Minutes approved

Treasurer's Report – Gloria Miller: report attached

Guest passes for the Textile Museum in San Jose to reside in the library. Gloria will talk with Cher about lending them out.

Vice-President's & Programs Report – Barb Strick: report attached

The feedback on this month's speaker: Tara Faughan was dynamic and engaging. She was a "kick"! The sewing workshop was cancelled because it did not fill. The topic (folded fabric) was not of interest to our membership.

Parliamentarian's Report – Pat Wong: no report

Standing Committee Reports:

Quilt Show – Jane Strem & Becky Simpson: report attached

Community Outreach – Adrienne Hickman:

Quilts received at guild meeting 1/5/19

Fire Survivor Project – 4 tops and 2 quilts bound and read

Preemie – 3 tops and 30 finished quilts

Baby Quilts – 3 tops and 6 finished quilts

Lap Quilts – 3

Pillow Cases – 10

Northern California Fire Survivor Quilt Project

Goal 100

6 already sent to Chico

6 more received at the January meeting

12 to date 88 more to go

Friendship Blocks – Pat Knapp: report attached

Historian – Jeannie Low: report attached

Hospitality – Margaret Piazza: no report

coffee pot issue with the church seems to be resolved

Library – Cher de la Mere: no report

Membership – Anna Chan: report attached

Newsletter – Ginger Ashworth: report attached

Sending the newsletter in online form to other guilds is fine.

NCQC & Secret Pals – Larainne Salmon: no report

Larainne reported on the challenge quilts for the show: There have been 13 Challenge Quilt entries sent to my e-mail. This is still a very small number compared to previous

years.

Website – Cathy Miranker: report attached

as of 7 PM tonight 237 entries for the show 17 of which are wearables

Many of the online ticket sales are to non-members

Opportunity Quilt – Cher de la Mere: no report

Mini Retreat – Jeanne Matysiak: no report

Attendance has been opened up to non-members

Sewing Circles – Betty McNiel: no report

Sewcials – Mary Whalen: report attached

She is planning on coming to the next meeting to brainstorm with the board

Discussion and noting of the Reports:

Unfinished Business: Job descriptions postponed until February.

New Business:

Splitting the funding for computer programing for quilt show ticket pre-sales between the committee and the Board.

The discussion took place at the December 2nd quilt show committee meeting. At that time they agreed to pay the \$200 cost. The cost is to be born by the committee and not the Board.

Location of next meeting, at Maren Larsen's house 1449 38th Avenue, SF on February 26, 2019

Meeting adjourned at 8:05 PM

Respectfully submitted by Cathey Kennedy, Secretary to the Board

Attachments:

Treasurer's Report:

January Cash Flow and Profit & Loss.

Thank you letter and contribution acknowledgment from the San Jose Museum of Quilts & Textiles received along with two Supporter passes and four guest passes.

Department of Justice: We received a letter advising us that total expenses for conducting our raffle (opportunity quilt) again exceed 10% of the total gross receipts. Please adhere to the 90/10 split requirement.

Taxes: Bookkeeper has received our accounting files to prepare our 2018 tax return.

Fire Survivors Quilt Project: Funding of \$5,000 for the project was voted upon and passed by the membership at the January general meeting.

December Book Sale total was \$364.00

Vice-President's & Programs Report:

I've formed a committee to find and hire speakers for 2020. Mary Whalen, Catherine Sherman, Wanda Lewis, and myself. I've received detailed info via Jeanie Low of speakers since 1982. Cathy Miranker passed me a draft of the contract to use, and also a list of other guilds to possibly share out of town expenses.

We've identified a few potentials:

Lisa Thorpe is available to Speaker/Sewcial combo. She teaches gelli printing (like what Maria did at Dec make and take) She lives in Healdsburg so would drive down 2x so we don't have expense of overnight stays. She only had 3 openings in 2020, so I'm realizing we need to move quickly.

Wanda Lewis suggested Colleen Granger. Her website doesn't list any new speaker topics aside from her talk in 2008. Too soon?

A guild member suggested Jill Allessandro, textile curator of deYoung. I emailed her but no response yet. I think its a great idea though.

I've also taken over the responsibility of finding "hosts" for each of 2019 speakers. We need approx 5 more and I will follow up with this task.

Quilt Show Report:

As of Saturday January 19th, we have 197 entries. Woohoo!

Christine Tanabe is selling advanced tickets, and a few have been sold on line.

All the judges have signed contracts and most of the satellite house procured.

We still need to find a caterer, we may try food trucks which will tie up parking spaces but can be located in the back of the parking lot near the tables inside where people can sit.

We still need to find admission and takedown chairs and our wrangler for Sujata has a conflict and will not be able to be at the show.

We are not having a member's market place.

Online ticket sales had a \$200 cost associated with it. We are hoping to split the cost with the guild.

Friendship Blocks:

We had 5 blocks taken and 9 blocks returned. We have two sets of blocks left.

As I said at the meeting, I am on vacation in February.

March I will take blocks in for the members, but nothing will go out unless another member has decided to continue FB.

I did have one member state an interest in taking over FB's. I am giving her some time to think it over.

I don't wish to hassle her and will attempt to find out before I leave on vacation.

In March, I will either bring things in for a new person to take over, or I will bring things in to be archived.

Historian's Report:

I am happy to report that I only have two years to complete indexing our Quilters Cables. QC has published 37 years of monthly issues beginning in September 1981 to November 2018. After reviewing 295 monthly issues, I have created 81 Finding Aid Index Sheets (FAIS) by year and month for inquiries. This project has taken me several years, word processing systems and not perfect. Today, the FAIS proved to be very useful. It was a request from a member of Dorcas Quilter for a quiltmaker story already in our QMS collection. The other request was any mention of Dorcas Quilters' history. They are preparing their exhibit for their anniversary for our show. It took me two hours to review FAIS and pull 8 Quilters Cables issues.

In general regarding the FAIS, I only indexed items based on article(s) submitted for by instance: titles/guild activities such as monthly speakers / sewcials / New Members/ proposed budgets. The FAIS does not list everything submitted for inclusion such as Officers for each term. Those are published in each issue and new Officers are listed in October. Within our website under "History" is a list of all Presidents and Charter Members.

Membership Report:

Membership update as of December 31, 2018: we had 192 memberships (163 full memberships, 10 new full memberships, 3 new junior memberships, 1 life membership and 15 affiliates memberships). With 3 newsletters subscribers, that does not go into the membership count.

Membership update as of January 20, 2019: We had 198 memberships (adding - 2 new full memberships, 3 renewal memberships and 1 new junior membership).

DECEMBER 2018, SENT OUT 8 FABRIC POSTCARDS AS A THANK YOU TO MEMBERS WHO MADE DONATION TO THE GUILD (sent by membership chair on behalf of the SFQG.) 2019 MEMBERSHIP DIRECTORY were distributed at the January meeting. Cost of printing went up again. We order 150 copies, they sent us 10 extra. Last year order of 125 was getting too close, if more step up for their directory. This year we order a bit more, in hope to cover some late renewal. We handed out 101 copies at the meeting, leaving 59 copies available for those 79 members (and possible renewals) who had yet decided to pick one up.

EXTRA NEWSLETTERS ORDER TO HAND OUT AT QUILT SHOW?

Base on last quilt show, I recommend we do not need to order any extra for this coming show. We have enough extras from past months that we can hand out to those who are interested to view our guild activities. They can view our website as well. IF I DON'T HEAR FURTHER, I WILL ASK GINGER NOT TO ORDER EXTRA THIS TIME.

WI FI WILL BE AVAILABLE TO TAKE NEW MEMBERSHIP ON QUILT SHOW DAYS.

Per conversation with Cathy Miranker, she graciously agreed to assist in new membership on show days. A schedule will be work out between her availability to accommodate those who wish to join on site. I will follow up further with the board, quilt show chairs and volunteers at the membership table once Cathy can express how best to handle this.

GUEST FEE COLLECTED AT JANUARY MEETING

Collected 2 guest fee at last meeting. Wavier 2 guest fee, when they express wanting to join that night. Will pass to Gloria the \$10 collected asap, if I cannot attend this board meeting.

OTHER MEMBERSHIP'S MATTERS

We have 11/guild pins and 49/30th years guild pins. Do we wish to use them in special way? Still receive renewal form and check via guild po box. And funny, human errors made by members happen online as well. Extra work to spot them by Cathy, Dani and myself.

Newsletter Report:

Printed Copies: After being informed how many members request paper copy of newsletter now that Membership data has settled down for 2019, I ordered ten extra paper copies of the printed newsletter, to cover any guests or new members that may show up at the meeting.

Sending newsletters to nearby guilds: When I inherited the newsletter job in 2014 or thereabouts, the previous editor, Judy Woodfill, told me to keep sending the newsletter to nearby guilds every month and she gave me an email mailing list for it. It wasn't a guild decision that I stopped—I just didn't know *where* that mailing list went. I found it on my computer recently. Alex Byrne is contacting a bunch of bay-area guilds to promote the quilt show and she will share the updated email addresses with me, as I have shared the updates I have received after reaching out to that older list from Judy. There is no cost involved; it is just an email transaction. I am planning to reinstate that policy of sending out the newsletter to nearby guilds, which may help us promote membership, sewcials, and the quilt show. If there is any opposition to this policy, please let me know.

Website Report:

Given the enormous burst of recent transactions—around the original quilt-entry deadline and now the final deadline—the new web site has performed admirably.

Between the first entry on December 2nd and January 12, 75 entries trickled in. Then the three days leading up to and including January 15th saw 108 new entries. And in the week since then, another 43 more have come in. As I email this report, we are up to 226 entries. I expect more by midnight tomorrow.

Included in those entries are 10 wearables. There's only one Challenge Quilt so far.

Advance-sale tickets are doing much better than in January 2017, bringing in \$200 (over 3 weeks) versus \$57 (over 4 weeks).

- All quilt-entry data are already in a spreadsheet and have been shared with interested show-committee members. (These include Lee Schulstad so she can caption and print photos for quilt layout; Catherine Sherman so she can create a work-shift roster and Normandie Rose, so she can work on descriptive labels.) The final spreadsheet will be available January 23rd.
- Every member who reached out to me personally, or via the contact email on the web site, received assistance either immediately or within an hour or two.
- With a few exceptions (see below), the difficulties those people encountered reflected sloppy typing, inexperience using the web, unfamiliarity with digital photos and disregard for, or unawareness, of the SFQG info page about entering the show or the step-by-step pictorial Guide to filling out the entry form.

There were some genuine web site glitches that posed difficulties, but I found immediate workarounds for members. Our web guru is working to correct all of these:

- Four affiliates could not reach the Members Only page and thus could not access the entry form ... but were able to enter quilts after I provided a direct URL for the entry form.
- Two new members inadvertently purchased multiple memberships and are receiving refunds. (Curiously, five other people who joined or renewed around the same time did not have this problem.)
- The Lost Password process has been slow; so rather than guide people through the process I found it less frustrating for them, and more expeditious for me, to reset their passwords.
- Three info fields (out of 82) disappeared from the quilt entry form, but members generally figured out they could enter that info in other fields.

Next on my web agenda: publishing a page on how to publicize the quilt show on social media. I have deferred this because the new page uses plug-in software that requires careful troubleshooting to prevent it from triggering “misbehavior” elsewhere on the web site, something I did not want to risk during quilt entry.

Sewcials Report:

These are the sewcials scheduled for the first half of 2019.

Special challenge was signing people up for the January Sewcial. Neither the November or December meetings were conducive to sign ups. Possibly complete all sign ups in September or make January a non-Sewcial month? Or do all sign ups at January meeting with fingers crossed.

Laura Wasilowski was far too expensive for a workshop with the 4 days stay after the meeting. No one

wanted to pay that much.

June 8 Sewcial is an add on since community outreach is the third Saturday. Denise Labadie is the featured quilter at San Jose quilt museum. She is from Colorado, so I am taking advantage of her being in the area. She does fabulous rock studies all over the world, think Stone Henge.

I would like more guild members to share their expertise for \$10 sewcials. I think it is a great use of our community. So far, Alex and Dottie have volunteered.

Thanks to Cathy Miranker, we have 5 slots with Diablo Valley Quilters for their workshops with Rosalie Dace and Laura Wasilowski, far less expensive than we can offer!!

Saturday Sewcials January 19, 2019 CANCELLED

February 23, 2019 Dottie Soft lambs \$10 12:30 to 5

April 27, 2019 Alex Byrne Coin Purses \$10 10:00 to 4

June 8, 2019 Denise Labadie Techniques \$70 10:00 to 4