

**SFQG Board Meeting Minutes – July 23, 2019**  
**Location:** Ortega Branch Library, 3223 Ortega St., SF, CA

**Present:** Maren Larsen, Barb Strick, Gloria Miller, Pat Wong, Cathey Kennedy, Cher delaMere, Adrienne Hickman, Jeanie Low, Kenan Shapero

Meeting start time: 6:30 PM

**MSP: June Minutes approved**

Treasurer's Report - Gloria Miller presented preliminary figures for the budget for the guild's next fiscal year. The board reviewed and discussed each line item. Discussion will continue at the August board meeting and the final budget will be printed in the September Quilters Cables for the membership to approve at the September meeting.

Parliamentarian's Report - Pat Wong no report

Nominations Committee – Pat Wong The list of Board candidates with bios will be published in the August Quilters Cables

Vice-President's Report – (report attached) Barb Strick At the last meeting the microphone ran out of batteries. Barb was given permission to buy a new supply and charge it equipment budget.

Programs Report - Barb Strick (report attached) 2 spots still to fill for 2020

Feedback on previous speaker: no new quilts! It was a retrospective. She was a good speaker

**Standing Committee Reports**

QuiltAway – Jeanne Matysiak (report attached)

Community Outreach - Adrienne Hickman (report attached)

Friendship Blocks – Kenan Shapiro 3 people brought in block kits and Adrienne brought in patterns, its a good start!

Historian - Jeanie Low The guild's 1) 38<sup>th</sup> anniversary is coming up. 2) Jeanie will submit the index for the contents of all of our Quilters Cables to Cher for our library (index should be renamed Table of Contents)

Hospitality - Margaret Piazza no report

Library - Cher de la Mere All the new books have been turned over to Danni Lawler. The library has also subscribed to two new magazines Simply Moderne and Total Quilt Maker.

Membership - Anna Chan (report attached)

NCQC - Laraine Salmon no report. The guild's membership to NCQC needs to be renewed.

Newsletter - Ginger Ashworth (report attached)

Website - Cathy Miranker (report attached)

Opportunity Quilt – Maren Larsen talked with Sue Fox, who has proposed that the quilt top be made as a workshop at QuiltAway with 2 instructors for 2 days in silk. She will quilt it for us for free.

Quilt San Francisco 2021 – Alex Byrne (report attached)

Sewing Circles - Betty McNiel (report attached) 10 people interested in being in a circle

Sewcials - Mary Whalen (report attached) Working with 2 people to take over for her

**Unfinished Business**

Committee Job Descriptions Pat has put all she has onto the Google Docs

Letterhead & note cards w/ envelopes – Adrienne/Normandy have ordered them in 1 color \$200 for 500 on nice stock

**New Business**

Speaker Parking and Security: there is an issue about speakers leaving their suitcases with their quilts when they go out to dinner before the meeting. The church has denied us early access to the garage. One possibility would be to leave their work at a guilds member's house near church.

Kitchen at church: The kitchen is not part of the lease. This month we were locked out. We have been told that we can use the sink in the janitor's closet, but we have safety concerns about carrying an urn full of hot water (for tea) down the hall. The church may

make a cart available.

Website needs and clarifications (see above)

Unfilled positions (programs and opportunity quilt)

Location/Date of next meeting, Ortega Branch Library, 3223 Ortega St., SF, CA 94122

Tuesday, August 27<sup>th</sup>, 2019

Meeting adjourned at 8:30 PM

Respectfully submitted by Cathey Kennedy, Secretary to the Board

**Attachments:**

**Vice-President's Report:** The general meeting went smoothly except that we were locked out of the kitchen. I contacted Elder Philip Tse, and was told that kitchen use is not in our contract. I told him we need access to water for tea and cleaning up. His response is that we can use the janitorial closet, located between men's and women's bathrooms. When I told him it was impossible and dangerous to

haul a full urn of water, possibly hot, he said he would loan us a "cart" on wheels, that he "thinks" he has upstairs. He'll bring it down prior to next meeting. I also asked him a few days before the meeting if I can open the garage one hour early, to allow our speaker to park her car there, then I'd re-lock the door until 6:00. I asked him if there would be an additional fee. But he denied us permission for early access.

### **Programs Report:**

January - Maria Shell  
February - Silk & Salvage (Sue Fox/Julia McLeod)  
March - (keeping this open for possible coordination with QuiltAway, waiting for Jeanne to confirm instructor)  
April - Youngmin Lee  
May - Jane Haworth  
June - Fern Royce  
July - Julie Silber  
August - Linda Schmidt she has some choices on trunk show, and I'd like input deciding which one  
September - Sara Trail of Social Justice Sewing Academy (email commitment, no agreement yet)  
October - open

See above VP report re opening the church garage early for speaker to park her car. Our speaker, Cathie Hoover, asked if there was someplace to leave her car because she was not willing to leave her valuable work in the car while she dined at Louis. It's a valid concern. Mary Spadaro, one of the members that ate with her, told me there's broken glass all over the Louis parking lot, as well as signage not to leave valuables in your car. Although Pat Wong generously volunteered to car-sit while Cathie ate, that is not a long-term solution. For our next speaker, Laurel Anderson, I may want to contact her to see if she will be able to bring her suitcases into the restaurant. A suggestion was to seek out a member who lives near the church with a place (garage) where the speaker can safely leave her car (and her work) during dinner.

**QuiltAway Report:** I am so excited to plan our 2020 QuiltAway. I have been trading emails and telephone meetings with our workshop instructors. Hopefully we will have contracts signed soon. I am starting with 64 members and 6 workshop instructors. We can add more participants, I based this estimate on our 2018 numbers:

**Income** from participants \$ 31,112  
Guild contribution toward workshop instructor fees \$8,000  
Total Income \$39,112  
**Expenses**  
Walker Creek \$34,596  
Workshop instructor fees \$ 3,950  
Total Expenses \$ 38,546

As soon as I have confirmed fees, I can budget the balance of funds toward activities/supplies. My plan is to have paper and website information in September and begin taking reservations at our October meeting.

### **Community Outreach Report:**

Quilts received at Guild Meeting July 2019  
17 preemie quilts  
9 baby quilts  
1 finished lap quilt  
10 baby/lap quilt tops  
43 Pillowcases  
Fire Survivor Quilts received July Guild meeting  
1 finished quilt

2 tops

Fire quilt project:

Plan to deliver remaining quilts in September. Will coordinate with Annie's Star Quilt Guild so we can get photos for the newsletter, Facebook and Instagram.

**Membership Report:** July 16th guild night, we had 8 guests (2 paid guest fee, 4 guests as member's guest, 1 wavier as she had trouble joining online, 1 affiliate guest) 2 new members attended (Brenda Bowen + Lauren Bianchi of SF, CA) Fee collected: \$10 (given to the treasurer that night)

Members Update: 220 Affiliates Update: 15

New Member Social "Save the Date" announcement was in the July newsletter.

The date: November 9, 2019, details to come from Becky Simpson.

Cathy Miranker, website manager will announce when the website will be open for membership and renewal for 2019-2020.

Membership Year End Report will be in the August report.

**Newsletter Report:** I would love to receive submissions for *Quilters Cables*. There was a survey taken by our guild members a couple of years ago. In it, people agreed they wanted **more** in the newsletter. However, there is only ONE guild member, besides the President, who submits articles every month. I would really love it if more people spent a few minutes writing something of interest. I do have permission from Missouri Star to publish their tips and tricks, but I would love it if a guild member wrote something! Doesn't need to be ongoing, a one-off could be lovely too.

I have some notes I've kept from the 2017 survey, regarding the newsletter, and here are a few ideas about making the *Quilters Cables* more exciting for our members:

- 10 sentence synopsis of one SFQG member's Quiltmaker Story.
- quilt book reviews, including fiction
- More quilt-related articles, and quilt business news.
- tips and tricks
- Personal stories or any Q related in-depth tales!
- quiltmaker stories, updates from far-flung members or former members, neat ideas or website that people have come across. Community activities beyond SF.
- Links to techniques/patterns connected to speakers and outreach projects we can complete at home to bring in to donate
- More detail or encouragement for us to do more outreach projects. I enjoyed making a heart block for the Pulse project, and I think we should do more of these types of projects for folks in need. The current political climate has divided many in our country, and we could do more to build bridges and reach out to others with caring. I think we should expand this aspect of our guild, which would be good for those in need and raise our visibility.
- A profile about a member of SFQG

**Website Report:** There will NOT be online registration/payment for QuiltAway 2020 (at Jeanne's request and with my agreement). But the web site will play an active, pictorial role in promoting next June's retreat and provide a PDF application form that members can print, complete and hand in to Jeanne with their deposit.

The current QuiltAway page already has Save-the-Date information

I will add a home-page slider as soon as Jeanne has images from a few instructors

No new online forms are planned for the web site for the 2019-2020 fiscal year. No one

responded to my request for input on additional online forms, so I have not budgeted for any additions. Updated/added forms for the 2021 quilt show will be addressed starting in October 2020, under the 2020-2021 budget.

Membership renewal will begin October 1st and I will present clear, step-by-step instructions for renewing via the September newsletter and an eBlast from Maren.

Several fixes are under way on the web site. Among those completed are a change in our transaction gateway (important for Gloria) and a simplified look for the Sign In page.

**2021 Quilt Show Report:** As Chair of the 2021 Show Committee I want to try doing things a little differently than in past years. My aims are:

- To make being on the committee more accessible to those who already have commitments and don't want to have to attend another meeting once a month.
- To reduce the time commitment for those who do volunteer to be on the committee.
- To make it easier to see progress and what is left to do.
- To deliver a great show.

I plan to achieve these aims by:

1. Making more use of email and phone/skype type group meetings to reduce the number of in-person meetings.
2. Working with everyone who volunteers to develop a simple plan for their portion of the Show so that these can be used as templates in future years. This will make it easier for new people to step into these roles and for people to change roles from year to year. These templates will be, for example, on when and how to choose an external or internal guest artist, a checklist of what needs arranging with them and a timetable of when it all needs to happen including set up and take down. Templates can always be changed as needed when new innovations are introduced.
3. Using these templates to create, effectively, a centralized project plan to help us all see what we need to do, and when, so it will be easy to track our progress without needing to meet in person as often.
4. Handing out a questionnaire to attendees at the July and August member meetings asking for input on various aspects of this year's show and asking for nominations for the Member Artist. I hope to be able to confirm who they will be by September/October so we can give them as much preparation time as possible.

Several people have already confirmed that they will be taking on roles for 2021. However, we are not yet meeting as a 'committee'. I would therefore ask the Board to approve the choice of Joe Cunningham as the Guest Artist. Gloria has checked the archives and while he was the Guest Artist at the 2003 Show, an 18 year gap seems respectable. His name will attract a lot of people and his location will be a great saving on expenses. I have been in touch with him and he would be honored to accept if invited.

**Sewing Circles:** I had ten signups for new sewing circles, and I'm contacting those who responded in the past as well. I'll invite folks to get together and see if we can get at least one new circle started.

**Sewcials Report:** The June 8 sewcial with Denise Labadie was great! Some of us are looking into taking a longer class in Mendocino in October. Sorry most of you missed it.

Dottie's sewcial has been canceled due to personal reasons.

Joy-Lily is scheduled September 21 for a collage class for \$40. No one will be available to collect money and promote it in August. I will do that at the July meeting. I request a

reminder before the July meeting to bring cash or check. I would also like a reminder to contact me if interested before the August meeting.  
I will continue on as social coordinator at least through September and longer if my new committee is willing to help. I will email Andrea Lash and Ginny Giblin who have both volunteered to help.