

## SFQG Board Meeting Minutes – October 27, 2020

**Location:** Zoom meeting on line

**Present:** Claudia Shearer, Sumilu Cue, Gloria Miller, Cathey Kennedy, Valerie Leinkeamperer, Ginger Ashworth, Alex Byrne, Anna Chan, Jessica Church, Holly Gato, Adrienne Hickman, Maren Larsen, Dani Lawler, Lisa Lieberman, Jeanne Low, Jeanne Matysiak, Dottie McHugh, Julia McLeod, Cathy Miranker, JoAnn Vail

Meeting start time: 6:30 PM

**MSP:** September Minutes approved

**MSP:** Proposal that we extend our virtual meetings via Zoom through June 2021

**Vice-President's Report** - Sumilu Cue (nothing to report)

**Programs Report** - Sumilu Cue (see attached) if we change to in-person meeting before June 2021 we can amend our contracts with speakers. There are 4 slots still to fill for next year.

**Treasurer's Report** - Gloria Miller (see attached)

**Parliamentarian's Report** - Valerie Lienkaemper (nothing report)

**Standing & Ad-Hoc Committee Reports:**

Tech Guru - Alex Byrne (see attached)

Website - Cathy Miranker (see attached)

QuiltAway - Jeanne Matysiak (see attached) The board approved the tentative reservation date in June (the weekend after Father's Day weekend) with no money being requested now just to hold our spot.

Community Outreach - Adrienne Hickman/Jessica Church (see attached)

Friendship Blocks - Kenan Shapero

Historian - Jeanie Low (see attached)

Instagram/Social Media – Holly Gato (no report)

Library - Cher de la Mere (no report)

Membership - Anna Chan (see attached)

NCQC - Maren Larsen (no report)

Newsletter - Ginger Ashworth (Mailing cost currently \$24 but charge is \$20...) (see attached)

Opportunity Quilt - Dottie McHugh (see attached)

Postcards - JoAnn Vail (see attached) if anyone is getting together with others JoAnne has kits to sell... not necessarily to members.

Sewing Circles - Betty McNiel (Claudia will check-in with Betty for an update)

Block of the Month/Lone Robin - Julia McLeod (see attached)

Free Table – Valerie Leinkeamperer (no report)

Virtual Sewcial – Maren Larsen (see attached) 3 Sewcial workshops have taken place so far with between 30-40 people in attendance. Do we want to entertain holding a few workshops a year with our speakers. If so Sumilu will need someone to manage the

effort and scheduling. So far, all the scheduled speakers for next year teach workshops and may be available. No speaker stay or food will be needed to host them and members will be able to attend virtually.

**New Business:**

**MSP: Proposal to postpone the printing of the hard copy of the Directory until we are no longer sheltering in place.** (The ONLINE version of the directory is updated regularly.)

Claudia would like to do another Member Survey for 2021. We need to be clear as to whether we want data for virtual meetings or in-person meetings. Alex will send Claudia the template from the last survey in 2017.

Free Table Events: Committee chair needed to book these. Valerie Leinkeamperer volunteered to chair the effort. She is planning on pairing the events to coincide with Community Outreach curbside availability (November 7 & 21 and December 5)

Plan additional activities such as New Member Social and social get togethers via zoom. A person will be needed to organize the gatherings.

**Unfinished/Ongoing Business:**

**MSP: Proposal to charge a \$5 fee for a guest to attend a meeting starting in January 2021.** Vote passed with one dissenting vote. Guest fee for attending guild meetings via zoom as of January as a gentle nudge to encourage guests to join the guild. Ticket Tailor will be used for payment. The suggestion was made that there be a choice for guests 1) to come for the meeting for a fee or 2) join for the year.

**MSP: Proposal to approve the \$2,000 budget for 100 Fire Victim Quilts as submitted by Adrienne Hickman a subset effort of Community Outreach.** The effort is justified since the target community is local and the effort is at the core of the mission of our guild.

Location/Date of next meeting, Zoom Meeting / November 17, 2020

Meeting adjourned at 8:10 PM

Respectfully submitted by Cathey Kennedy, Secretary to the Board

**Attachments:**

**Programs Report:**

Jody Alexander's talk drew 120 participants.

November: Kathy Anso and Linda Rae—Take Two Kiwis, Ten Years of Nancy Crow, and WOW

December: Holiday Sew N'Tell

2021 Schedule is almost done. Finishing up getting contracts and photos from speakers.

January: Sandra Johnson—Wearable Arts Presentation

February: Trudy Cleveland—Taking Quilt Photos with a Smartphone

March: Lisa Walton—Leap and the Net Will Appear

April: Blair Stocker—Finding the Value in Your Scraps

May: David Owen Hastings—Minimal Design, Maximum Impact

June: Sew N'Tell

July: Amy Ahlstrom

August: Mel Beach

September: Marty Ornish

October: Lisa Thorpe

**Treasurer's Report:** Monthly Cash Flow through October 26, 2020 attached

Profit & Loss: for year ending September 30, 2020 attached

**Bank balances:**

<b>Saving 3346</b>	0.22
<b>Checking 4998</b>	150.00
	56,786.7
<b>SFQG Savings 7919</b>	8
	14,665.2
<b>SFQG Checking 8771</b>	7
	<u>71,602.2</u>
	<u>7</u>

**2020-2021 Budget:** Budget error and adjustment of Postcard income from \$150 to \$300 has been made.

We have been advised of a coming Zoom increase of \$1-\$15/month.

**Last fiscal year ending September 30, 2020:** Our budget estimates for the past fiscal year were greatly impacted by the Covid-19 pandemic. The guild income was steady and strong up to Shelter in Place. Committee expenses were within budget. Thus, the Guild ended the fiscal year in a healthy cash positions. Anyone interested in talking about the details of the budget, either last year's or this, please contact me directly.

**State Farm Insurance:** Paid for year 2020-2021..

**Wells Fargo Bank balances:** All funds in accounts reserved for Special Activities (i.e. Quilt Show and QuiltAway) have been moved to SFQG Savings except for \$150 and .22 left to satisfy WFB requirement of funds to keep account active.

[/Users/cathey/Downloads/p and I 9.30.2020 \(1\).xls](#)

[/Users/cathey/Downloads/Cash Flow report ending 10.26.2020.xls](#)

**Tech Guru:** working with Gloria and Cathy to see how Ticket Tailor handles payments to the guild. Recording of Julia's workshop from Sunday will shortly be available in the Members Only section of the website for 1 month.

**Website Report:** Web site is up to date, including calendared events through May. Please let me know, madame president(!), if in future you would like details of the various updates I perform daily/weekly. I don't see any need to list these every month, but just FYI here are my basic updates:

Immediately after a monthly meeting:

- Remove home-page slider for the just-ended lecture
- Remove outdated registration links from home page, calendar, lecture page and online/outdoor activities page

Soonest after monthly meeting:

- Post link (from Alex) on Members Only page for recording of previous night's lecture ... then remove one week later

Soonest after Sewcial workshop:

- Post link (from Alex) on Members Only page for recording of workshop

As soon as info becomes available:

- Add registration links for coming lectures and workshops (on home page, calendar, lecture/workshop and online/outdoor activities pages)
- Create calendar listings for new events
- Add events to home page within a month of scheduled date (Please note: only events with adequate images are featured in a home-page slider. Events without images appear as text-only entries in calendar, lecture/workshop and online/outdoor activities pages.)

Twice monthly (often more frequently):

- Update online membership directory, as needed
- Update membership spreadsheet with latest renewals and any new members
- Share spreadsheet with Anna and others who have requested it

Immediately on receipt from Ginger:

- Post current newsletter on home page
- Update Newsletter Archive page

Immediately on receipt from Julia McLeod:

- Post new photo of Julia's sample Lone Robion on home page
- Update Lone Robin page with latest directions

**QuiltAway Report:** I asked past participants for some thoughts about a retreat in June 2021 and Ginger asked in the newsletter. I have compiled 32 responses regarding interest in a June 2021 retreat.

We received 28 yes responses, lots of YES YES YES, most members hopeful conditions will allow our reservation to stand.

15 members would like to attend for 4 nights, the rest 3 nights or either.

23 members indicated they would like to attend even if we had no workshops, open studio only. Just two members said they would not be interested in attending with no workshops.

As the interest is definitely high, I would like to take tentative steps toward planning a guild retreat in June 2021 at Walker Creek giving members the option of a three or four night participation. However, with so much uncertainty I am reluctant to move ahead with workshop leader contracts.

I propose that, if this is acceptable to the board, I would place a reservation with Walker Creek estimating the number of participants. They request this information to hold the reservation. They do not want any funds until after the New Year. I need the tentative contract however to develop a budget and determine participant fees for their room/meals. These fees would cover the expense, no cost to the board.

My next step would then be to talk to Silk & Salvage about their interest in attending and holding their planned workshops with a guild raffle quilt in the end. If they are interested, I would ask the board for a budget to cover their workshop fee/rooms/meals.

**Community Outreach Report:** October 2020

Curbside Outreach has been a great success. Next dates are November 7 and 21 and December 5. We will continue in 2021 on the first and third Saturdays of each month.

Member Donations to October Curbside Outreach

5 Premies  
1 crib quilt  
3 lap quilts

Outreach Kits Returned

2 Premies  
12 crib quilts  
3 lap quilts  
5 Xmas totes

Quilts Delivered

15 lap quilts to Family House

Christmas Tote Bags

24 made from kits

53 from own fabric

The bags get filled with toiletries, socks, hats & scarves and distributed to the veterans participating in the Opioid Treatment Program at Fort Miley.

Outreach Hall of Fame – October 2019 - September 2020

Jessica has been creating spreadsheets to record historic Outreach data. Guild members donated 335 quilts to Community Outreach during the last fiscal year. We have established an Outreach Hall of Fame. The winners are Carolyn Bower, Patricia Connell, Trudy Hom-Gee, Sara Johnson and Jeanne Matysiak who donated 184 quilts from their own fabrics. New members will be added to the Hall of Fame each year since the first five are the most prolific donors to Outreach and would win every year! More information is in the newsletter.

Community Outreach will be asking the board to approve \$2,000 to cover Fire Survivor Quilt Project expenses. Budget is below.

Fire Survivor Quilt Project: Goal = 100 quilts, to date there are 8 finished quilts and 12 ready to be quilted. The pattern will be on the website and available for pickup at Curbside Outreach.

FIRE QUILTS – 2020 10/25/20 by Karen (Rusty) Reiter **100 QUILTS @ \$20**

Batting	\$900.
Labels	30.
Backing fabric	200.
Detergent & color catchers	30.
Shipping costs (delivery)	50.
Thread, needles, pins, blades (cutters)	100.
Ikea/Costco bags	45.
Longarm quilting	300.
Misc, lunches	250.
Misc. such as ink, paper	95.
Total	\$2,000.

**Historian’s Report:** I am indexing our newsletter Quilters Cables for 2019 and 2020. All previous years from 1981 to 2018 have been indexed. A copy of those indexes are located in our guild's Google.doc. chronically by year and month. Indexing aids in answering historic inquires about our guild. This month, our guild is in its 39th year.

**Membership Report:**

Update of new members (October 1<sup>st</sup> - October 25, 2020) – 2 new Full memberships

Marlyse Fuller- Foster City, CA

Charlotte Sproul – Walnut Creek, CA

Update of membership (from August 1<sup>st</sup> - October 25, 2020)

10 new Full memberships

+ 146 renewed Full memberships  
= 156 Full memberships  
+ 7 Affiliate memberships  
Total Memberships: 163

Newsletter subscribers: 4

DONATIONS MADE (from September 22- October 23, 2020) from 7 members - \$205.00  
Acknowledgement and Thanks to Diane Torres and Becky Simpson for picking up our printed newsletters and mailing them out monthly since March, 2020.

At this time, out of 163 memberships and 4 newsletter subscribers, we have 25 hard copies newsletter to print and mail out in November. Subject to change when more members renew and join and as time goes on.

Membership team will be updating 2021 Membership Directory in December 2020

The Board will discuss whether to offer printed copy of 2021 directory to our members this year. If so, during pandemic time, members can make arrangements to pick up a copy from the membership chair.

**Newsletter Report:** Per request, I extended the deadline date for November Quilters Cables to 5 p.m. on Wednesday October 28th; because the November meeting is one week earlier than usual due to the upcoming holidays the deadline for that newsletter is one week earlier. But starting with January 2021, the deadline will be the first Tuesday of the month. I am back on the regular schedule for newsletter contributions (during 2020 I needed some extra time to produce the newsletters so the deadline was extended to final Tuesday of previous month).

I am expecting an updated mailing list sometime this week or next; we are in transition due to it being dues renewal time. I am anticipating being able to use the 2021 mailing list by January 2021 and if possible for the November newsletter mailing; it just depends on how long it takes to create the newsletter and when it gets finished if I will have time to format the 2021 list or if I will need to use the list that I've been using through 2020.

**Opportunity Quilt Report:** Opportunity quilt - this is still on hold, so no report.

St. Mary's raffle quilt - We will be making 16 squares and have people signed up for 15. We have distributed some of the packets of the blue (fog) background fabric as well some greens. We will make the due date the March general meeting date. We have been discussing the project at our weekly Millie meetings as well as at the Lincoln Park Friday classes which is where all the signups have come from.

**Post Cards:** I will be submitting 2 checks, \$60 total, and 1 printing expense for \$65.10. I had to purchase more card stock.

Kathleen Beitiks and I purchased 3 Kits of DIY Cards @ \$30. each.

I placed an ad in the newsletter this month, but did not receive any responses as of today.

I'm hoping to sell some cards for the upcoming holiday season.

**Block of the Month/Lone Robin Report:** So far we have 14 members listed as intending to submit entries for the Lone Robin contest.

Two of those have already emailed me photos of their quilt tops.

I purchased a \$50 gift certificate from Bay Quilts. The winner can shop online - the store is not open for in person browsing.

I will be in the UK on December 8th, so will likely miss our meeting. I'll make a slideshow and will impose on someone (Alex?) to present it, along with a poll to allow attendees to vote for a winner.

I'm happy with the response the Lone Robin has had, and would like to repeat it, or something similar, in the New Year.

**Virtual Sewcial Report:Virtual Sewcials Committee Report - End of Year Report - 2019-20**

Because of Covid restrictions the guild was unable to host Saturday Sewcials at the Police Academy this year. We decided to transition to a “Virtual Sewcial” via zoom to see how members would respond. Virtual Sewcials were offered to members-only at no cost.

The first two Sewcials were a big success with more than 30 participants each and positive feedback. As such we will continue to schedule Virtual Sewcials, aiming for at least one per month for the duration of Covid shelter in place restrictions. Because Sunday is sometimes a better day for presenters, we will call them Virtual Sewcials rather than Saturday Sewcials. The first two sewcials were presented at no cost to members of the guild, by members of the Guild.

Date	Presenter	Title	Description
Saturday 8/22/2020	Maren Larsen	Foundation String Piecing	Learn how to string piece using a foundation technique. This will be a hands-on workshop where participants will sew along following the foundation method of string piecing.
Saturday 9/26/2020	Alex Byrne	English Paper Piecing Pincushion	This workshop will introduce you to the English Paper Piecing Technique. It will cover two methods of making the patches, how to join them and remove the papers. We'll be making pin cushions. The workshop will take you through the project from start to finish.

**Virtual Sewcials Committee Report - November 2020**

There are 4 upcoming Virtual Sewcials scheduled as follows:

Date	Presenter	Title	Description
Sunday 10/25/2020	Julia McLeod	Smithereens Quilt Block	In this three hour workshop we'll learn a clever yet simple block that uses 2 1/2" strips and stacked cutting to create a visually exciting quilt pattern. Julia will present a step-by-step slide show and will be available to answer questions as we sew together.
Saturday	Melanie	Button Making	Learn how to make Dorset buttons, Yorkshire



11/21/2020	Perkins from the Crockett Fiber Arts Studio		buttons, and old-fashioned fabric covered buttons, all of which can be used as embellishments on your quilts and other projects.
Saturday 1/16/2020	Catherine Sherman	Beyond Red, White and Blue - Flags	Learn a simple method for making quilt blocks using the geometry of the American flag. These blocks can become quilts, pillows or any soft project. Participants will be provided with specific dimensions as starting point and examples for inspiration.
Saturday 2/13/2021	Adrienne Hickman Jessica Church	Community Outreach	Members will work on quilts for community outreach
Sunday 2/21/2021	Pattie Klimek	Crayon Tinted Embroidery	This class will teach you the crayon tint technique along with a bold blue teacup embroidery pattern. Pattie will supply the pattern, show you how to transfer it, and how to apply the Crayola crayon colors to a muslin fabric to get the color and shading just right. Then, we will add some simple embroidery stitches to make the pattern come alive. If you have beginning embroidery experience this is the class for you. If your skills are a little rusty, don't worry. Pattie will go through the stitches needed to make this surprisingly easy project.

The intent behind a Sewcial is to provide an opportunity for members to gather and share in a supportive environment. The goal is to schedule at least one Virtual sewcial per month, (except December) asking a member to share a skill or technique they know. I believe it has been guild policy not to pay members unless it is their primary occupation/ how they support themselves. So far no presenters (members) have requested payment. The button making workshop is being provided at no cost in exchange for a workshop Alex Byrne presented to their Guild.

Open for discussion is if we want to offer more of a workshop format. Is there a workshop committee or someone who wants to do this? We may want to recruit teachers and if so we do that we may need a budget.

## Past President's Annual Report 2019/2020

This has been a challenging year for our Guild as our nation was struck with the Covid 19 pandemic forcing us to stop meeting in person and move to an online platform.

In October 2019 two new officers joined the Board. Sumilu Cue became Vice-President and Valerie Lienkaemper as Parliamentarian. Gloria Miller continued as Treasurer, Cathey Kennedy as Secretary, and myself as President.

Sumilu stepped right in and arranged some wonderful speakers to fill out our monthly meeting schedule. QuiltAway was set to go with Jeanne Matysiak in the lead and our 2020 Quilt Show planning was underway with Alex Byrne chairing. We had 2 featured artists confirmed, Joe Cunningham and Barb Strick.

As mentioned above, the entire world was struck with the Covid 19 Pandemic in February of 2020 and this forced us to act quickly and change plans frequently as we adjusted to new circumstances weekly. We were forced to cancel QuiltAway and the Quilt Show was postponed until 2023. No Opportunity Quilt this year.

We gave notice to Chinese Seventh-day Adventist Church that we would not be renewing our rental agreement and left our physical meeting site. Meetings were transitioned to an online format using Zoom. Sumilu contacted speakers and made changes so we could have online presentations. We made our monthly online meetings free to anyone who pre-registered and then made them available on our website for members only for 1 month. We overcame some initial growing pains utilizing an online format and added a new position for online technical assistance. Alex Byrne accepted his position was extremely helpful.

Our events and speakers are the very visible part of our Guild but of course a lot more than that has been taking place. I was very lucky to be ably assisted by the board, chairs and numerous guild volunteers including

- Webpage, Cathey Miranker continued to update and improve our webpage, offering a place to find out about our guild's meetings and activities online, links to meetings and Sewcials, posting photos, hosting videos of meetings and sewcials, offering online renewal and donation, and listing books in our library.
- Librarian, Cher dela Mere. When we left our physical location the library was moved to Cher's garage. Cher has been open for members to check out books and magazines from her. A method of searching the library online was added thanks to Dani Lawler's research.
- Community Outreach Coordinators, Adrienne Hickman assisted by Jessica Church. Held several drive through pick up and drop days at Adrienne's house. Continued overseeing the donation and distribution of hundreds of quilts and pillowcases to community organizations.
- QuiltAway, Jeanne Matysiak who arranged and then had to cancel our venue and teachers.
- Membership, Anna Chan. We encouraged members to renew their memberships online, but continued to offer an option to renew by paper for members who were uncomfortable with an online format. Karen Reiter and Carolyn Startup helped process these paper renewals.

- Newsletter Editor, Ginger Ashworth. Continued to write and edit our very popular Quilters Cables newsletter. To help with mailing and printing costs, members who traditionally received a paper copy at monthly meetings were asked to consider an online version while we shelter in place.
- Instagram, Holly Gatto has made sure that people can see photos of Sew and Tell on social media.
- A New Venue committee, Adrienne Hickman, Dottie McHugh researched and located 2 possible new venues for when we are able to meet in person again. They are St. John's Armenian Church and The Irish Cultural Center.
- Lone Robin, Julia McLeod led members on a "Lone Robin" where each month she gave a different guideline for participants to add to their own round robin.
- Round Robin, Mary Spadaro coordinated and encouraged members who participated in a round robin handoff.
- Free Table, members missed the free table held at monthly meetings so three members (Cathey Miranker, Maren Larsen and Valerie Lienkaemper) held free table days in their driveways.
- Postcards, JoAnn Vail distributed kits and collected guild made postcards.
- The hospitality table, always a delight thanks to Margaret Piazza during the months when we were able to meet in person.

For more specifics on individual committees accomplishments please refer to the board meeting notes from the past year.

There are many others in the Guild who deserve to be mentioned here for their contributions. I hope they will accept my sincere thanks and that of the Board under the heading of "our wonderful volunteers".

Respectfully submitted, Maren Larsen October 2020