

SFQG Board Meeting Minutes – September 28, 2021

Location: Zoom meeting on line

Present: Claudia Shearer, Sumilu Cue, Gloria Miller, Cathey Kennedy, Valerie Lienkaemper, Peggy Cleary, Donna Logan, Jessica Church, Sue Fox, Holly Gato, Sara Guyol, Dani Lawler, Jeanie Low, Sam McIlraith, Dottie McHugh, JoAnn Vail

Meeting start time: 7:02 PM

MSP: August Minutes approved

President Annual Report: Please see attached

Standing Committee Reports:

(These are submitted in writing and distributed by email. They are added at the end of the minutes as attachments)

New Business:

Topic for discussion Membership:

· New items

o Should we postpone discussing the printing of 2021-2022 membership cards until research is done?

How many people requested one? What is it used for? Discussion: interest expressed for a printable card issued on the Members Only page. Dani will talk with Lisa and explore options for the website.

No decision was made. Topic to be revisited at a later date.

o Should a printable directory be produced and put on the Members Only page for download by members?

Yes. Many people find a printed PDF directory useful.

· Statement of Work to be Done soon after October General Meeting

o Anyone not renewed by Oct 20, 2021 will have the following actions taken:

1) Removed from newsletter mailing lists (either email or hardcopy)

2) Removed from president's e-blast email list

3) Restricted from accessing Members Only section (cannot get Zoom meeting info nor access Directory, etc.)

4) Removed from Facebook private group (membership will give list to Holly Gatto)

o Online Directory will be updated by October 30 (non-renewed members & affiliates removed, personal info changes updated, new members added)

o Affiliates page will be updated by early November (non-renewed Affiliates removed) to agree with November newsletter

· Handling Late Renewers

o Membership will keep an eagle eye on last minute renewals the week before November 9 G.M. and send email with zoom details as needed.

MSP that we implement Dani Lawler's Membership Renewal plan as presented above.

Opportunity Quilt (update): Sue Fox would like to present the project to the general membership at the October meeting (as described in the attached report). The project is set up to be implemented under Pandemic conditions. QuiltAway will follow up on the online teaching offerings that will offered on-line before QuiltAway. Sue and Dottie will work with Maren Larsen on setting up the SewSewcials. The goal is to raise \$10,000 for the guild with this project.

Storage of guild equipment at Martha Shwartz's house needs to be moved due to health issues.

- Quilt Show equipment is mostly in plastic boxes. It takes up a space 5 feet high by 8 feet deep and 28 inches wide.
- Guild meeting equipment including sound equipment takes up spaces 36" x 36"; x 62"; and 17"; x 36"; x 72";.
- Adrienne can coordinate with whoever takes over equipment storage.

Peggy Cleary gave a big thank you to Gloria Miller for all her diligent work as Treasurer (for many years).

Gloria gave a big thank you to Claudia for her diligent work and organization as President this last year. And also to Sumilu Cue for her amazing reorganization of the Programs Committee, also to Sam and Barb for getting the Paid Workshops up and running so successfully.

Claudia. Shout out to Holly for her acting as conduit to the outside world including our Zoom meetings!

Unfinished/Ongoing Business: none

Location/Date of next meeting, Zoom Meeting / October 26th, 2021

Meeting adjourned at 8:06 PM

Respectfully submitted by Cathey Kennedy, Secretary to the Board

Attachments:

President's Report – Submitted by Claudia Shearer

In 2020/21, the SFQG continued its virtual programming during the year, building on the framework put in place the prior year as the guild continued to be impacted with the ongoing Pandemic. We were unable to resume in-person meetings, and the uncertainty made it difficult to forward plan our events and fundraisers. Despite these challenges, we innovated by creating new activities, enhanced our offerings, maintained our membership numbers and the financial health of our organization. This was made possible by our volunteers, many of whom willingly stepped up to fill in where needed, and a robust membership many of whom generously donated above their membership fees.

I stepped in as President, joining the re-elected Board officers: Sumilu Cue as VP, Gloria Miller as Treasurer, Cathey Kennedy as Secretary, and Valerie Lienkaemper as Parliamentarian.

General Meetings continued via Zoom and were consistently well attended with approx. 80-110 attendees per meeting. We started charging a \$5 guest fee but also encouraged guests to join as members. Sumilu coordinated the show flow and the speaker, and Holly Gatto supported the tech. Julie McLeod led monthly installments of the Lone Robin, and Judith Epstein, Sew & Tell, both popular features with our members. Breakouts at the end of meetings gave our members time to socialize in a more intimate setting.

Sumilu continued to offer a stellar lineup of speakers and formed a Programs committee comprised of 5 volunteers, ensuring continuity of Programs and not overburdening the VP with this big task.

We undertook some small scale fundraisers: the Scrap Bag Challenge, Virtual Quilt Retreat and Postcard sales to bridge the gap from postponed in-person events such as our quilt show, rescheduled for March of 2023; and QuiltAway, slated for June 2022. All our major fundraisers (quilt show, auction & book sale) were on hiatus.

Our guild thrives through the commitment and dedicated work of our board, committee chairs and volunteers – here are some of the contributions:

Website, our website became an especially important resource during the Pandemic as we were able to offer online registration for our events and disseminate information about our activities. Cathy Miranker, Lisa Lieberman and Holly Gatto all contributed to the website.

Community Outreach Cochairs, Adrienne Hickman and Jessica Church oversaw contributions to community organizations including donated quilts to SF General Hospital and Laguna Honda Hospital. Due to the pandemic, outreach went to a 2x a month curbside pick up/drop off at Adrienne's house and members connected via virtual sewcials. Over 100 quilts were donated by members through the 2020 Fire Victim Quilt Project spearheaded by Karen Reiter.

Membership, Dani Lawler and Julia McLeod took over as co-chairs after Anna Chan stepped down. Overall membership numbers remained steady fiscal year-to-year even as we operated in a completely virtual world; there were losses but there were also a surprising number of new additions to the membership base. [full members 225, affiliates 17, newsletter sub 4]. A successful New Member Social was held via Zoom in March 2021, hosted by Julia McLeod and Becky Simpson.

Newsletter Editor, Ginger Ashworth continued to produce the Quilters Cables newsletter, a highlight for many of our members. To help with mailing and printing costs, most members opted to receive the newsletter via email.

Sew Circles, Sara Guyol took over maintaining the list of active circles coordinating members into existing and new sewing circles.

Social Media, Holly Gatto ensured the Guild has an active social media presence posting social media content for our Instagram and Facebook page.

Tech Guru, Holly Gatto supported our Zoom events, and Ticket Taylor (registration application).

Workshops, (professionally-taught classes) long missing as a member offering. were once again offered to our members with Barb Strick and Sam McIlraith co-chairing.

QuiltAway, Jeanne Matysiak arranged the venue and teachers for June 2022.

Quilt Show, is scheduled for March 2023 at St Mary's, chaired by Alex Byrne.

Opportunity Quilt, chaired by Sue Fox and Dottie McHugh are planning our next opportunity quilt to be raffled in '23.

Bylaws Committee, newly formed chaired by Valerie Lienkaemper, is reviewing the bylaws and preparing recommendations for revisions to the board.

Lone Robin, Julia McLeod continues to lead, a very popular monthly challenge.

Round Robin, Mary Spadaro coordinated a round robin activity; the next Robin has been handed off to Karen Reiter.

Free Table, Valerie Lienkaemper coordinated the monthly free table days at members' driveways.

Virtual Sewcials, Maren Larsen coordinated free members classes/social time via Zoom.

Librarian, Cher delaMere continues to maintain the library collection in her garage; opening it up for guild members during curbside days. Dani Lawler maintains the library database on our website.

Postcards, JoAnn Vail distributed kits and collected guild made postcards.

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

I want to give a special thanks to the support from individual board members whose support and "gentle nudges" were appreciated. And Maren's guidance as I "immersed" into the role helped immensely. There are many others in the Guild who deserve to be mentioned here for their contributions. I hope they will accept my sincere thanks for all they do to support the guild.

Programs Report – Submitted by Sumilu Cue

Lisa Thorpe spoke about using phone and iPad apps to make one of a kind fabrics. 80 members were logged into the meeting.

Executive Board and FY2022 Budget were voted on using the Zoom polling feature.

Saturday, Oct. 2nd and Sunday, Oct. 3rd: Global Quilt Connection's All-Star Sampler Platter. Hoping more members will be able to check it out since recordings will be available for 24 hours. We may want to do a poll at the October meeting to see how many people attended and whether they thought it was worthwhile.

October 2021 will include Announcements, Sue Fox's presentation on the Opportunity Quilt, Marty Ornish who will present Controversies in the Quilting World, Workshops, Sew 'n Tell, and Breakout Rooms

November 2021 speaker is Cassandra Ireland Beaver presenting her lecture: The Whole is Greater than the Sum of its Parts, Julia McLeod: Lone Robin Presentation

December 2021: Mary Spadaro: Round Robin Presentation, Sew 'n Tell - which includes the Mystery Block Quilts

January 2022: Zak Foster

Treasurer's Report – Submitted by Gloria Miller

Cash Flow and Profit & Loss for period ending September 27, 2021 attached.

Bank Balances:

QuiltAway Savings	0.22
QuiltAway Checking	6,150.00
SFQG Savings	43,579.21
SFQG Checking	21,740.88
Total Checking/Savings	<u>71,470.31</u>

End of Fiscal Year: Current fiscal year closing in three days. Reimbursement requests and deposits received after September 30 will be applied to the 2021-22 budgets.

Final P & L for 2020-21, budget vs actual, with notes, will be presented at the October board meeting.

Membership refunds: Web site glitch that allows members to renew more than once remains an outstanding issue to be solved.

2021-2022 Budget: Final budget was approved by the membership at the September 21, 2021 general meeting.

[/Users/cathey/Dropbox/SFQG Board/Minutes/2020-21/Support Docs/Septemeber 2021/Cash Flow report September 27, 2021.xls](#)

[/Users/cathey/Dropbox/SFQG Board/Minutes/2020-21/Support Docs/Septemeber 2021/p & l as of 9.27.2021.xls](#)

Parliamentarian's Report – Submitted by Valerie Lienkaemper

At our September 21st General Meeting we elected the following Officers for the 2021-2022 Guild Year:

Peggy Cleary	President
Donna Logan	Vice President
Cathey Kennedy	Secretary
Gloria Miller	Treasurer
Valerie Lienkaemper	Parliamentarian

At the same September meeting we voted to pass the budget submitted by our Treasurer, Gloria Miller. The budget had already been approved by the SFQG Board at the August 24th Board Meeting.

Technology Report – Submitted by Holly Gatto

All is good with Facebook and Instagram. Nothing to report

QuiltAway Report – Submitted by Jeanne Matysiak

Nothing new to report. While some September retreats were canceled at Walker Creek we are still holding our reservation.

Community Outreach Report – Submitted by Adrienne Hickman/Jessica Church

Donations Received in September - Quilts made with members fabrics:

9 baby
9 lap
17 tops

Community Outreach kits completed:

2 preemie
12 baby
13 lap
3 pillow cases

Quilts delivered

17 lap quilts to Family House
20 lap quilts to Laguna Honda
36 baby quilts to ZSFGH
16 lap quilts to Bayview Senior Center

Members Served at Curbside Outreach: 25

Jessica is working on our annual "Outreach Hall of Fame" article for the newsletter. See November 2020 Outreach newsletter article.

Sadly, CPMC (California Pacific Medical Center) does not want any preemie quilts for the foreseeable future (a polite way of saying never). We are looking for a home for the approximately 200 preemie quilts we have on hand. Adrienne is currently following up on the possibility that the quilts can be distributed to foster parents and families receiving free infant carseats. Preemie quilts are the right size to cover a baby in a carseat. Other local hospitals have not wanted preemie quilts. Members will be encouraged to make quilts no smaller than 36" x 36"

Membership Report – Submitted by Julie McLeod/Dani Lawler

Membership counts for 2021-22 as of September 27, 2021

Full/Lifetime renewed members	158	2020-21 ended 225
Affiliates renewed	9	2020-21 ended 17
Newsletter Subscribers	0	2020-21 ended 4
New members (Full)	5	
New members (Junior)	1	
Non-renewed full	73	
Non-renewed affiliates	7	
Donations Received	22 members gave \$1,605	

Renewal Period Status Report

- Membership fees scheduled to revert to full price on August 1 delayed until about noon resulting in 3 early renewals
 - o 1 issue outstanding
- Second round of renewal email reminders sent out on August 27
- Third round of renewal email reminders WILL BE sent out on Sept 29
- Julia McLeod is writing the Membership Corner article for October which will include all membership renewal information PLUS explain all accounts not renewed will be cancelled soon after Oct. GM

Other happenings

- As part of the renewal process, any member including a DONATION with their order receives an acknowledgement.
- Many thanks to Julia McLeod for hand writing **12** more postcard thank you notes this month.

Opportunity Quilt Report – Submitted by Sue Fox/Dottie McHugh

Thank you to August Board members for your generous and thoughtful questions and conversation regarding the OVERLAP between the Opportunity Quilt Project and 2022 QuiltAway classes (which was how we initially proposed our plan for Building the 2023 Opportunity Quilt.) We have Expanded both the TIMELINE & the MEMBER OUTREACH, which we outline herein. (We'd like to get your thoughts and feedback so we can move forward with confidence.)

••• Background— • In fall of 2019, the SFQG Board supported an Opportunity Quilt proposal under which the teaching team of Silk & Salvage (Sue Fox & Julia McLeod) were engaged to guide members in making SILK blocks during QuiltAway 2020. SFQG members donated materials & resulting QA blocks were to be incorporated into a Fundraiser Quilt.

The pandemic CANCELLED QuiltAway & the Opportunity Quilt was sidelined.

- Since the initial shut-down, a few changes in Opportunity Quilt & QuiltAway should be noted:
 - The partnership of Silk & Salvage was dissolved in fall of 2020; Fox & Julia now teach separately.
 - The guild has become adept at presenting virtual meet-ups and members are comfortable engaging with the format & working remotely on projects.
 - SILK materials in hand, Block Samples & Block KITS (+ written instructions) are being developed.
- Dottie & Fox are committed to bring the 2023 Opportunity Quilt from inception to delivery. While each of us has a specific focus for our “Opp Quilt” efforts, we enjoy brainstorming together to anticipate the many details in the process.

••• REVISED (Proposed) Outline & Timeline—

• Current Goals include:

- Expand the MAKER Timeline by 8 months
- START Much Sooner... October 2021 is preferred.
- Expand Opportunities for Individual Member involvement... By using the Guild's various internet venues to encourage member participation and by providing KITS with block-making components at Curbside Table locations.
- Share short monthly block updates at guild meetings & use SFQG website “Members ONLY” pages to post “how-to” instructions (which are then easily obtainable by every member.)
- At QuiltAway 2022, members can choose to work exclusively on a SILK based project of their own... or... Assist with assembling components for the Fundraiser quilt... or BOTH. Whatever their personal choice, QuiltAway's “Silk Quilt Classes” will serve guild members as each prefers.

••• Quilt Design & Concept—

- Members make Quilt components— Learn & Practice SILK, working with donated materials.
 - Members can choose from 5 different Block Styles (sourced from books on “Historical quilt collections” & drafted with a Contemporary flair.)
 - Each of the Blocks provide Skill Building opportunities with ample support— written instructions, photo guidance & ZOOM meet-ups.
 - The Medallion Layout will be “improvised” based on number of each type of blocks returned.

••• EXPANDED Timeline —

- October 2021— via Newsletter, SFQG Member Pages & General meeting: Introduce the Project & Outline Options. (Assemble KITS— ongoing.)
- Nov 2021 through May 2022— via Newsletter, Member Pages & General meetings: Updates... Distribute KITS + collect blocks at Curbside Tables.

- June 2022— QuiltAway 2022 @ Walker Creek Ranch. (Along with members working on their own projects...) The Opportunity Quilt Project will be an example for “MAKER’S CHOICE– Components & Layouts” class... PLUS an OPTION to Assemble the quilt by working together. If QA is cancelled, a smaller team will assemble the quilt top locally.
- Summer 2022— Photography, Postcard & Promo materials (including internet) + Tickets printed.
- Late Summer 2022 through March 2023— via Newsletter, SFQG Website & Social Media, plus personal appearances at ticket sales locations: Promote the Quilt Fundraiser (to SELL the Tickets.)

Post Cards Report – Submitted by JoAnne Vail
Nothing to report at this time.

Quilt Show Report – Submitted by Alex Byrne
The Show will be 24-25 March 2023. Joe Cunningham is confirmed as the Guest Artist and I am hopeful that by the time this meeting happens Barb Strick will have confirmed. She is happy to still be the Featured Artist, as she would have been at the 2021 Show. I have been thinking a lot about the Show and have put together a [vision document](#) of how it could be. I have circulated this to the 2021 Committee to see if they are interested in retaining their role for 2023. We will need additional volunteers even if they all say "yes" and I will be asking for the Board's help with this once I know which positions are vacant.

The [vision document](#) includes a virtual show as well as an in-person one. This is something I have seen a number of other Guilds and organizations doing and seems a good way to both explore additional income generation and to future-proof ourselves. Should there be another pandemic outbreak at the time of the next Show we can do everything as we would have done up to the point where quilts are dropped off at the satellite houses. Those quilts would then be transported to a photographer's studio rather than being hung at St Marys, assuming public gatherings were once again discouraged. It would take a few days to photograph them all but we would at least then be able to have a virtual show and see some income from it. I welcome feedback from the Board on the current vision which is a first draft and extremely open to editing.

As the Chair of the Show Committee I plan to start attending the Board's meetings in March 2022, one year before the Show is due to happen. I will then be able to give a regular update on progress. Until then I will continue to update the Board via this report.

Sewing Circles Report – Submitted by Sara Guyol
As we ease (kind of) away from the darkest days of the pandemic (I hope), I am beginning to see more movement in the circles with which I've been in touch. I wrote an article to be included in the next newsletter asking that those who belong to circles take a few minutes to write to me about how they and their circles coped and adapted during sheltering. I'd then like to compile these reflections and share them with the guild. We'll see what develops with this new project.

I've received no requests this month from members wishing to join a circle.

Free Table Report – Submitted by Valerie Lienkaemper
There was a Free Table at Valerie Lienkaemper's September 25th attended by 27-30 members.

The next Free Table will be October 16th at Judy Grady's house, 1531 43rd Ave (Kirkham) from 11:00-1:00.

Workshops (Paid) Report – Submitted by Sam McIlraith and Barb Strick

- November workshops Line Dancing and Geometricks with Brenda Gael Smith - both are full / waitlist has been started.
- January 29, 2022 workshop with Valerie Goodwin - Mapping Personal Spaces is about half full.
- We are reaching out to schedule another workshop, March/April time frame. We received guild member interest in David Owens Hasting teaching after his recent lecture and will reach out to him first.