

SFQG Board Meeting Minutes – May 24, 2022

Location: Zoom meeting on line

Present: Peggy Cleary, Donna Logan, Jessica Church, Jeanie Low, Claudia Shearer, Maren Larsen, Sue Fox, Val Lienkaemper, Holly Gatto, Barb Strick, Dottie McHugh, Dani Lawler

Absent: Gloria Miller, Cathey Kennedy

Meeting start time: 7:03 pm

Welcome and review of meeting protocol with Peggy Cleary and proposal guideline with Donna Logan.

MSP: April Minutes Approved

Treasurer's Report: see attached monthly Treasurer's report.

Global Quilt Connection Virtual Sampler Platter:

MSP: Motion to approve the \$150 expense for the guild members to attend the Global Quilt Connection Sampler Platter in July of 2022.

We agreed to postpone discussion of the September Global Quilt Connection to our July meeting.

Location Search Update: Valerie Lienkaemper. See attached report.

Anniversary Celebration: Jeanie Low and Dottie McHugh

MSP: That we hold our 40th Anniversary Party on November 15th from 3 to 6 pm.

We will decide the location at the August Board Meeting. Our first choice is St. John's, and our second choice is Forest Hill Clubhouse.

Opportunity Quilt Raffle: Sue Fox and Dottie McHugh

MSP: That the ticket cost for the Opportunity Quilt Raffle be \$3.00 each, 2 for \$5.00, 5 for \$10.00 and 12 for \$20.00.

MSP: That the Opportunity Quilt Raffle will have 12 prizes, all Silk Quilts, to include 2 bed quilts and 10 wall quilts of various sizes.

Quilt Show Committee: See attached report.

Committee Chairs needed: Peggy Cleary asked for suggestions of members to serve as Librarian and sewing circles coordinator.

New Business:

We agreed to include "Program" in our usual meeting agenda so that members have the opportunity to comment on the most recent speaker.

We agreed to make announcements at the beginning of the general monthly meetings, after the greeting by the President, and to start the speaker no sooner than 7:15 pm.

The next board meeting will be on line via Zoom June 28, 2022.

The meeting adjourned at 9:00 pm

Attachments:

Vice-President's Report – Submitted by Donna Logan

1. Program Report

The program schedule remains as stated earlier.

2. Board Proposal Guide

Below is a draft guide for submitting a proposal to the Board for its consideration. The intent is to help clarify any request for Board action and give Board members an opportunity to consider the request in advance of the Board meeting and formulate any questions they may have. Therefore, in that spirit, here is my proposal for the proposal:

Topic: Board Proposal Guide

Action Requested: That the Board either adopt the guide format and ask that future proposals follow the guide

or

that the Board recommend that the guide be used in future submissions

Background: Some recent confusion during discussion of a proposal to the Board suggested that a written proposal specifying not only the request, but the reasoning behind the request, would help to focus the discussion and to reach a conclusion.

Expected result of approval: Either adoption or recommendation of the proposal guide would make it easier for Board members to be better prepared for consideration of a request, and help to focus the discussion, as well as make better use of meeting time.

Treasurer's Report – Submitted by Gloria Miller

Bank Balances:

Quilt Show 2023 Checking 4998	500.00
SFQG Savings 7919	56,445.13
SFQG Checking 8771	18,893.90
	<hr/>
	75,839.03
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Opportunity Quilt: Advised Sue Fox and Dottie Mc Hugh the following r.e. selling raffle tickets, You can not sell raffle tickets on the internet but you can use the internet to tell people where to buy tickets.

No money for tickets should be coming through the guild web site or through PayPal.

The SFQG website donation button should not be used to buy tickets.

Wells Fargo Bank:

- Valerie Lienkaemper has been added as a signer to our Quilt Show checking account ...4998 to conduct banking business, deposits & disbursements for the 2023 quilt show.
- All disbursements will be co-signed by an elected guild officer.
- She has been given the guild checks for this account.

- We maintain a separate checking account for the Quilt Show and or QuiltAway. \$500.00 has been moved from Guild savings to Show checking. This is the minimum daily requirement to avoid service charges.

- The savings account associated with the checking account...4998 has been closed. It is no longer needed and due to a policy change at Wells Fargo, it would incur a monthly service charge if kept open.

Taxes: State and Federal tax forms, Annual registration with the State of California, Registry of Charitable Trust and IRS form 990-EZ have been filed.

[/Users/cathey/Downloads/Cash flow report 5.21.22.xls](#)

[/Users/cathey/Downloads/P and L as of 5.21.22.xls](#)

Parliamentarian's Report – Submitted by Valerie Lienkaemper
Outdoor Free Table

The most recent free table was hosted by Jane Gent on May 21st. Thank you, Jane. There are no other free tables scheduled.

Bylaws Review Committee

The next committee meeting will be June 11th.

Nominations Committee

The 2022 Nominations Committee will be formed in June.

Search Committee

There will be a brief Search Committee report at the May board meeting.

Anniversary Celebration Report – submitted by Dottie McHugh

1. Topic - More details for our Ruby/41st Anniversary celebration on November 15th
2. Person requesting - Jeannie Low and Dottie McHugh
3. Requested Board action - Our Ruby/41st guild anniversary is scheduled for Tuesday, Nov. 15.

We request that our Anniversary party start at 2 PM and end at 6 PM.

We plan to have tea party or light food at the event and will present options for that at the July board meeting.

Our preferred meeting place is St. John's but they will not be ready to schedule new groups until later this year.

Suggest that Val and/or Adrienne contact St. John's before the August board meeting to see if we can schedule the date. Dottie has contacted Forest Hill Association about their ClubHouse, the date is available.

If St. John's is not ready to rent to us by the August board meeting, suggest we follow-up with Forest Hill.

4. Reasons for supporting the proposal:

Daylight hours would encourage the longtime senior members to attend the celebration.

Our members are ready to meet and celebrate, we need to do anything we can to make that happen.

In the event that a covid variant is directing a lockdown, we will have a zoom event.

We will put a "Save the Date and Time" in the June Newsletter.

We will create an EVITE Save the Date and Time by July in order to start collecting the number of people expected, so we can build the budget and as well as help us on options for the food.

We plan on snail mailing invitations to each member in September, so need to know where the party is before that.

If we end up with Forest Hill Clubhouse, we need to request a reduction in price, which needs to go through their board.

Suggest that the December 12th meeting be held at the same time.

Community Outreach Report – Submitted by Adrienne Hickman/Jessica Church

Received in May:

Quilts made with members fabrics:

1 baby quilt
23 lap quilts
18 quilt tops
12 pillowcases

Community Outreach kits and projects returned:

18 lap quilts
2 pillowcases

Quilts delivered in May:

30 baby quilts to ZSFGH
6 quilts to Bayview Senior Center

We have 105 quilts for Mission Street ready to go and more in the pipeline. Our goal is 256.

We are currently holding 30+ lap quilts for Laguna Honda in the hope that the hospital will not be closed and the 700 patients dispersed.

Membership Report – Submitted by Dani Lawler

- Full: 234
- Affiliate: 14
- Newsletter only: 4
- Junior: 1
- 2 new members in late April/May

Membership continues to sell 1 or 2 old SFQG pins since their existence was revealed in a Facebook/Instagram post, followed by monthly mention in the Quilters Cables. Will probably pull the Quilters Cables cite after the June newsletter.

Opportunity Quilt Report – Submitted by Dottie McHugh and Sue Fox

Requested Board action - Approval for Opportunity Quilt proposed raffle ticket with 12 prizes and suggested donation of \$3, 2 for \$5, 5 for \$10 and 12 for \$20. As a ticket is drawn each person in attendance either in person or online will have the choice of which quilt they want. Anyone not in attendance will receive an email listing the quilts still available and given 48 hours to respond to keep their order of draw and after that it will be first come first served. The opportunity quilt will have its own email address to facilitate sales and the draw. Because the draw will take time we also suggest the raffle draw

will be at 2:00 instead of 3:00 to keep from interfering with breakdown. The volunteers lottery draw will take place at the same time on Friday.

Reasons for supporting the proposal: The Opportunity Quilt is already an overwhelming success as a friend-raiser and fun-raiser. One in five members have worked on the project. There are already many members who have volunteered to sell extra beyond the \$20 request per member. We need to make it easier to make ticket sales. At \$1 a ticket then each member would need 24 tickets filled out for \$20 worth. If we update the ticket price, then each member would get 12 tickets for \$20 worth. It cuts in half the number of tickets needed for the same amount of money. When we changed the ticket price to \$2 a ticket, the amount of money raised was about the same. Postage cost is an issue in these COVID times and not being able to sell online means mailing tickets around.

We are building excitement for our Guild, building community within our Guild and allowing a show of our work. We plan on having two bed quilts - one bold and one calm color wave as well as 10 wall hangings. We will also have quilts for sale at the show and demonstrations.

Expected result of Board action: Continued the increased interest in the Opportunity Quilt and excitement it has generated for the Guild. Reduced postage and ticket printing cost. In future years, other guilds may all follow our lead and increase suggested donation giving a larger value to our work just like other non-profits have done.

Postcards Report – Submitted by JoAnne Vail

On June 3rd, I will give a presentation/workshop on making fabric postcards to the Lincoln Park Quilters.

Quilt Show Report – Submitted by Alex Byrne

Our monthly meetings have started and our Committee is almost complete. At our May meeting we will agree the categories for entry and confirm the name of the Show which will enable us to move forward in a number of other areas. The majority of the committee have contributed draft timelines for their areas which is enabling us to build a timeline of activities which we hope will simplify the process of Organizing future shows. We are working to get the first web pages live to begin raising awareness of the Show.

Claudia will be attending this Board meeting as Show Co-Chair. She and I intend to alternate who attends going forward.

Saturday Sewcials (free) Report – Submitted by Maren Larsen

There were no Sewcials this month. Between workshops, the platter programs, and my hope that we could meet in person by now, I have not scheduled any for several months.

However, I would like to go ahead and schedule another zoom Sewcial for July 23rd or 30th if there are no conflicts.

It might be a “Crazy Christmas in July” theme to teach a crazy quilt technique that can be used for a stocking, table runner or tree skirt.

Saturday Workshops (paid) Report – Submitted by Sam McIlraith/Barb Strick

Our next workshop is July 9 with Youngmin Lee. Hand sewing only. Members purchased 12 tickets, and we sold 3 (as of May 22) to non-members. Sam notified all the guilds in California that she was able to contact through NCQC. Youngmin also helped get the word out by announcing the available spots on her social media. Bottom line is that Youngmin’s fee is fully covered by the enrollees.

Next is Julia McLeod’s class on Shortcuts to Tradition. We have decent sales so far, considering the class isn’t until September 17.

For November, we have a contract with Cindy Grisdela to teach Artful Improv. The class will be broken into 2 half-days: November 5 and 12, both 10-1 on Saturday mornings. I contacted her in response to requests from a few members.

Currently, we're working on a January class that can help people to finish up their entries for the show in March.

We are still only booking virtual classes at this time. I realize a lot of people miss the fun of in-person classes, but there are a lot of advantages of virtual class. In the future, we hope to be able to have a mix, some in person, some virtual.

Search Committee Report (meeting venue) – Submitted by Valerie Lienkaemper

On May 11th Adrienne Hickman and I made a cold call to St John Armenian Church. We were able to speak with the pastor Fr. Mesrop Ash.

We expressed interest in having our guild meet at St John's parish hall. Fr. Ash told us that organizations that met before covid had been allowed to return but that they currently had no one on staff to help with renting to new organizations. He said that he hoped they would have someone within a few months. We said that we hoped to start meeting in the fall, especially in November. There was no discussion of days, dates or money.

We will send a follow up letter later this month and, if we don't hear from St John's, we will contact them again in August.

Sew & Tell Report – Judith Epstein-Williams

If we are still doing Zoom meetings next year, I will no longer be available to facilitate the Sew & Tell. I've taken on a lot with the 2023 Quilt Show, and I'll be traveling more starting in January.

I'm fine with the schedule for the rest of 2022. Let's hope that after that online presentations of show & tell will no longer be necessary.

Technology Report – Submitted by Holly Gatto

Instagram Insights for April

Reached %107 more accounts compared to March

Accounts Reached 881

Accounts Engaged 105

Total Followers 531 (510 in March)

Content Shared 7 posts

Facebook Group

11 posts

41 Active members

95 total members

I posted our Zoom link and info to the Group for our May meeting and that post was seen by 35 people

Facebook Page

Posted our May meeting info and that post reached 26 people

YouTube

April Meeting 16 views

March Meeting 14 views

I just posted May's meeting to YouTube, and will soon update the members only section with June's meeting zoom info.