

## SFQG Board Meeting Minutes – June 28, 2022

**Location:** Zoom meeting on line

Peggy Cleary, Donna Logan, Gloria Miller, Cathey Kennedy, Valerie Lienkaemper, Ginger Ashworth, Alex Byrne, Jessica Church, Cher delaMere, Sue Fox, Holly Gatto, Dani Lawler, Jeanie Low, Sam McIlraith

Meeting start time: 7:12 pm

### **MSP: May Minutes Approved**

Discussion of **June general meeting**: One sewing group had a range of reactions from “Great” to “lackluster”. The general feeling was that the speaker was interesting but her topic was a bit too much like “what I did on my holiday” and not enough “substance”. Membership likes to see quilts! And do not advance the slides so quickly.

**Library**: clarifying circulation decisions and plans. Several months ago the Board voted to store books and not to circulate any holdings until we meet in person again at a permanent location where we can store the library and have a qualified librarian. Tonight the board decided to have the magazines sent to the guild P.O. Box instead of Cher delaMere’s house. Cher will set up the address changes. Valerie Leinkaemper will collect the magazines when she picks up the guild mail. Dani Lawler will coordinate with Val to pick up and process the magazines to add them to the library when it is up and running again. Any books that have been unpacked are to be repacked and stored with the rest of the holdings. The tradition of giving away a “for sale” book to someone on their birthday month will continue. Having the Girl Scouts sell the “for sale” books for us is inappropriate.

**Opportunity Quilt – Community Built**: Sue Fox has mailed the form for PIQF today. The Community Built project is on track with the raffle quilts promotional material. Printing prices have doubled since our last show. The plan is to have all materials together by the end of August. September is the month to distribute raffle tickets. A volunteer or two are still needed to help out overseeing the distribution of tickets and to showing of the quilt at various venues to garner interest in selling the raffle tickets. Gloria has four people in mind that she will send to Sue Fox. Jessica Church offered the Community Outreach driveway on Community Outreach days to set up a table and sell raffle tickets.

**Sewing Circles**: Not a high priority right now, finding a volunteer can wait. Peggy contacted all members in her zip code via handwritten postcard and they created a new sewing circle! Gloria reminded us of the idea of Zip Code Saturday or Sunday where guild members meet in zip code groups on a particular weekend as an ice breaker, get-to-know-you event.

**New Venue** for meeting in person: Peggy Cleary suggested St. Mary’s Cathedral as another possibility. It has the space, can accommodate our library cart, and their rent is consistent with what we were paying before the pandemic at our old location.

**Website:** Cathy Miranker is continuing remotely but can not go on for much longer. We need someone to manage and maintain the Website. Neither Tanyung Barnes nor Holly Gatto have the time or feel qualified. We will continue to advertise the need for a volunteer in the newsletter.

**Bylaws:** Valerie Lienkaemper told the Board that the committee will present the suggested changes soon. Once the Board is satisfied with the content and wording the new version will be presented to the membership for vote.

**40th Anniversary Celebration:** Jeanie Low shared her PowerPoint with images for the guild's Ruby anniversary. She outlined the theme for table decorations, which will be given away at the end of the evening along with other gifts (mostly donated). Special name tags will be made for past presidents. The fare will be light dessert and drinks. The venue has not been set yet. There are 7 people on the committee.

**Community Built:** help needed immediately with ticket production, sales location reservations, and bookkeeping while the committee chairs are away.

The **Quilt Show** is on track... Alex Byrne has nothing to report. She did show us the logo for the show

Valerie Lienkaemper will take minutes in August when the secretary is away.

The next board meeting will be on line via Zoom on July 26, 2022 at 7:00 p.m.

The meeting adjourned at 8:10 p.m.

Respectfully submitted by Cathey Kennedy, Secretary to the Board

**Attachments:**

**Treasurer's Report** – Submitted by Gloria Miller

Bank Balances

PayPal	0.00
QuiltAway/Quilt Show Checking	500.00
SFQG Savings	56,445.61
<u>SFQG Checking</u>	<u>18,833.58</u>
	<b>75,779.19</b>

*Budget Time:* It is time to review your committee's expenses (and income) from this past period and estimate your needs for next year. The budget for October 1, 2022 through September 30, 2023 will be compiled in July, presented to the board in August and approved by the membership at the September general meeting. Have your best estimates to me by the week of July 17th . If you have questions or need help, please let me know before then.

*Opportunity Quilt:* Raffle Registration Confirmation has been received from the State for 9/1/2022 through 8/31/2023 with raffle to be held March 25, 2023. Registration for now through 8/31/2022 pending State approval.

[Preview attachment P & L ending 6.24.2022.xls](#)

[Preview attachment Cash flow report 6.24.2022.xls](#)

**Parliamentarian's Report** – Submitted by Valerie Lienkaemper

*Nominations Committee* (Board Positions)

Gloria Miller, Ginger Ashworth, Cathey Kennedy, Maren Larsen and Valerie Lienkaemper will meet weekly until slate is ready to present to the board.

*Search Committee (Meeting Venue)*

Adrienne Hickman, Dottie McHugh, Sumilu Cue and Valerie Lienkaemper.

Adrienne and Valerie sent a follow up letter to Pastor Ashe after their visit and will contact him in August if he has not contacted us before then.

*Bylaws Committee*

Dottie McHugh, Ginger Ashworth, Adrienne Hickman and Valerie Lienkaemper will meet the 2nd Saturday I. July.

*Outdoor Free Table*

None scheduled.

**Community Outreach Report** – Submitted by Adrienne Hickman/Jessica Church

Delivery of quilts to the 1064 and 1068 Mission Street project has been pushed back until September due to construction delays. We have 136 in hand and about 20 more out having labels applied. We need about 100 more to reach our goal of 256 by the end of the year.

Twenty seven members came to Curbside Outreach in June

Community Outreach Donations Received in June:

Members Fabrics

9 child quilts

28 lap quilts

8 tops

Outreach Kits

3 child quilts

25 lap quilts

11 pillowcases

6 quilts delivered to Bay View Senior Center

**Library Report** – Submitted by Cher DelaMere, Librarian Emeritus

Prior to moving the library to Dottie McHugh's house on Saturday I first did another weeding of the collection and there are now 6 boxes of withdrawn titles for a book sale. I also withdrew AQSG ANNUAL UNCOVERINGS AND ALL THE THE 19 QUILT HERITAGE PROJECT BOOKS TO OFFER TO SAN JOSE MUSEUM OF QUILTS AND TEXTILES and if they don't accept them (the director is to call me back within a month) I will offer them to our own SF Public Library and that way those titles would be available to the public. The move happened smoothly, costing \$450 to be taken from this year's library budget which has only been tapped a little. I suggested books remain boxed since another move to I final meeting site is necessary and would be an additional cost. To quote Dottie, she did not get rid of her husband's boxes just to get more boxes. Dottie decided on her own, contrary to the conversation with the President, that books should be unboxed and circulated on her chosen dates. We agreed to a book sale and the circulation of magazines. There will not be a new book purchase this year.

Dottie McHugh's Library Move Report

The library move went very well today. Cher and I are very proud of ourselves for making it happen within a week. Cher went through the books and boxed them all up as well as sorting which to keep in the main bookcase box that will move to our new venue, the overflow ones for the second bookcase, the ones to sell and ones to give to a museum. The SFQG library is now off my patio in what was my husband Dan's law office.

Dan retired in 2006 (mostly because of my health) and gave clients their files mostly in the beginning and then over years but there was a lot left that needed to be shredded. We have not used his office and den for 16 years, neither one of us was up for the chore. Since he died 3 years ago, I have been working on getting rid of file cabinets, other items and getting boxes of

files ready for the shredder. I got the last half of the boxes ready this week and ended with 36 boxes of files shredded. I also was able to shampoo half the rug in the library and some of the rug in the den. I have to thank the guild for giving me a reason to finish cleaning the two rooms sooner rather than later. I now have a plan to finish the job making the rooms usable again. I will help my granddaughters and their girl scout friends turn the den into a quilting den (or den of quilters, quilt camp, quilt lounge . . . it will be up to them to name). I was going to wait until I got back at the end of July for the girls to put the SFQG books on the shelf but I have started since the books were calling me and I deserve some fun. The packing boxes used for the last two moves barely made it - so I will be throwing them out this week. I will make sure we have enough banker boxes for the next move. I am happy to keep the second book case box and overflow books indefinitely and the entire library as long as needed. Sorry to be so long-winded but I wanted you to know how much it helps me to take care of two rooms long overdue to be cleaned out.

I picked August 6th as the first library circulation and sale day because my granddaughters are available to help that day and the week before getting it ready, their schedule gets filled so quickly.

Val will continue to bring Cher the magazines and Cher will create a card and get the magazines with cards to me for the next library day. I will work out a plan for the check out and in process for books and magazines to keep it doable for me to handle with my granddaughters or ask for help. Cher did not buy books this year, just magazine renewals. The move expense fits in the library budget. I will send the invoice to Gloria.

**President's Response:**

Thank you for your report and for storing the books and planning to hold the sale of the books which are being removed from the library.

I was very surprised by the contents of your report.

I am concerned that you say circulation will start August 6, and that you are unpacking the books and throwing away the boxes in which they were packed.

It will be good to have you circulate the magazines to which the Guild subscribes.

But the books in the Guild's library are not to circulate, by vote of the Board. They are to remain in storage until they can be moved to our new meeting place later this year and a professionally qualified and experienced librarian appointed to manage the library. You were at the Board meeting at which this vote was taken and have assured me several times since that you will abide by that decision.

This being the case, the most practical plan is to leave the books in their boxes so they can be moved to a new meeting place later this year without having to be re-packed. When I spoke with

you on Friday, I understood that you agreed to leave the books which are not being sold, in the boxes in which Cher packed them and carefully labeled them.

This matter will be on the agenda for tomorrow night's board meeting. Please stop work on this until then.

**Membership Report** – Submitted by Dani Lawler

- Full: 237
- Affiliate: 14
- Newsletter only: 4
- Junior: 1
- 3 new members in late May / June

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 site after the July newsletter.

**Newsletter/Affiliates Report** – Submitted by Ginger Ashworth

*Newsletter:*

This month's deadline for the July newsletter is tomorrow, Wednesday, June 29th at 5 p.m.

The main point I would like to raise is that I am NOT receiving all of the articles by the deadline. Some people turn in their articles early. Others? don't. To make the deadline easier to accomplish, it is the day after the Board meeting; so, any exciting news from the Board meeting can be a part of the forthcoming newsletter.

If I do not have all the articles, I cannot complete the newsletter. If I don't have the articles for the first pages, I cannot even start the newsletter, as I use Microsoft Word to create it, and this program runs consecutively: Whatever changes I make to page 1 affects the remaining pages' pagination. I typeset page 1, and then I typeset page 2, etc. It would be a waste of time to typeset the newsletter several times. It would really make my life easier if I receive whatever is to go into the newsletter by the deadline. Plus, once we meet in person, the newsletter cannot be late or we won't have the paper version printed in time for the meetings' participants to pick up their copy. And, hopefully, soon, we will be meeting once again in person. I would really like creating the SFQG newsletter to be a joyous and timely experience again.

I would appreciate everyone paying attention to the newsletter deadlines, it's been incredibly stressful so far this entire year. Thank you.

*Deadlines for Quilters Cables*

Pub month	Deadline	Meeting
July	June 29	July 19
August	July 27	Aug 16
September	Aug 31	Sept 20
October	Sept 28	Oct 18
November	Oct 19	Nov 15
December	no newsletter	Dec 13

*Affiliate Liaison Report:*

Not very much to do with the Affiliate Liaison position until renewal time happens in September.

I have a list of businesses to contact to see if they would like to join the San Francisco Quilters Guild. However, I want to wait until QUILT San Francisco 2023 gets their vendors set up, as the quilt show is more important, and there are overlaps from the vendor list and from my personal list. If anyone knows of any kind of fabric store, yarn store, craft store, that is not one of our affiliate members, please let me know if you think they might want to become one of our special members.

**Opportunity Quilt Report** – Submitted by Dottie McHugh and Sue Fox

I am a bit overwhelmed with personal and SFQG tasks, I will also be gone most of July. I will not be at the July board meeting since I will be on a plane home.

Sue has taken on the printing of the tickets for me, she plans to consult several people in the process.

I plan to distribute tickets to members on Saturday September 3 at a library day (first Saturday) and/or September 27. I will start signups to sell extra tickets in August and also anyone belonging to another guild, request we show our quilts.

I've always seen PIQF as the starting point for ticket sales but I think I am behind in signing up for that. **Could someone help me with the PIQF request to sell tickets?** I am attaching the form (see below) to fill out but it is also on the website. There are so many questions I have before I am comfortable saying what we want. I plan to be there every day, so I have no preferences as to which day. Hopefully we are not too late for a good spot. In August and September, we will work on signups for that.

We now want to make sure the Opportunity Quilt is front and center in the newsletter and continues to be that way on the web.

As we are finishing up construction and starting on ticket sales, Sue and I will probably both separately report for a few months.

/Users/cathey/Dropbox/SFQG Board/Minutes/2021-22/Support Docs/June 2022/PIQF Opportunity Quilt.pdf

**REVISED**— 2023 Opportunity Quilt Project (& SFQG quilt show OVERLAP)— (revised May 2022) Anticipated Timeline for “Community Built” (Subject to Change as needed...) submitted by Opportunity Quilt committee (co-chairs Sue Fox & Dottie McHugh)

May – July 2022

- (fox) Wrapping up PHASE ONE of Quilt Construction... KIT Collection & Distribution dates scheduled 5/21 + 6/18. PHASE TWO—Coordinate TEAM to assemble smaller quilt prizes. About 12-15 people.
- Prepare for PHASE THREE— Schedule Photography & Graphic Design for Promo materials... Arrange for Ticket & Postcard Design & Printing. Mail Opportunity Quilt table Request Form for PIQF to Mancuso. • (Dottie) Research Ticket Sales Venues (Guilds, Craft Shows & Local Fairs.) ... (will Continue to generate venues for Ticket Sales for remaining 8 months.)

#### July 2022

- (fox) — (Fox takes a PERSONAL Quilt Construction BREAK during July & August.) Driving to the East Coast for 5 weeks... (7/27-29) Exhibiting our first “Community Built” project in JUDGED Division @ “Maine Quilts” (my Maine Guild quilt show) in Augusta, ME. (Plus...I will be promoting ticket sales to my East Coast friends...) • (Dottie) Traveling.

#### August 2022

- (fox) (8/11-13) (2) Quilts (as above, designed & assembled by fox) are scheduled to be APPRAISED @ “QuiltFest New England” (Mancuso) Show in Springfield, MA.  
(Fox RETURNS to CA late August.)
- (Dottie) Coordinate (250) Ticket Packets, one for each member (includes postcard, \$20- worth of tickets & ticket sales encouragement.)  
Recruit VOLUNTEERS for 4 days at PIQF (for both Ticket Sales and White Gloving.)

#### September 2022

- (fox) PHASE TWO— Coordinate to FINISH (& Collect) small & mid-size quilt projects by “CB” Assembly TEAM. PHASE THREE— Coordinate details for “TICKET SALES INCENTIVE PROGRAM” and promote to guild members. • (Dottie) Travelling until mid-month. Proposed Ticket DISTRIBUTION to Members in September— Sept 3rd, (10 to 2) at Dottie’s house. — Ticket Distribution will continue monthly, first Saturday each month, through March. (NOTE— September guild meeting is historically when tickets have been distributed for previous raffle quilts.)
- October 2022
- (fox) ) Oct—Coordinate & Install Display for PIQF (Mancuso) (10/13-16). Work with Volunteers for Ticket Sales and White Glove duties at the show.
- Oct through Feb—(Same each month...) PHASE THREE— Final Collection & Documentation of small prize quilts made by TEAM members. Crank up Internet promotions (Instagram, Facebook, SFQG website, Guild Newsletter.) Increase promotions at Local Guilds.

#### November 2022

- (Dottie) 40th Anniversary Celebration... Mail any remaining Ticket packets to members.

#### November – February 2022



• (fox) FINALIZE Display + Materials for Quilt-SF-2023 Show Exhibit. “Kick up” internet promotions— Keeping it fresh. 7/23/2022 Page 8 • (Dottie) (ongoing through March) Financial accounting for Ticket Sales. Continue to generate venues for Ticket Sales Volunteers.

March 2023

- 3/23 Install Exhibit @ Quilt-SF-2023 Have FUN!
- 3/24 + 25 Pluck WINNING TICKETS — on Friday (for SFQG “CB” participants) & on Saturday (for Ticket purchasers)

**Postcards Report** – Submitted by JoAnne Vail

On June 3, 2022 I gave a presentation to the Lincoln Park Quilters on how to make Fabric Postcards. 7 people signed up to make a total of 47 cards. \$13 received for some supplies and 2 cards.

**QuiltAway Report** – Submitted by Jeanne Matysiak

I have been playing telephone tag with Walker Creek. As you know we planned to hold our retreat there and twice our reservations were cancelled. They are now accepting future reservations.

I would like to hear from you about your interest in planning for next summer and possibly also 2024. My thought is perhaps a getaway next year after our show to be together, work on independent projects and relax. I am interested in helping our guild hold a retreat with no cost to the guild, each participant paying for their lodging and meals. We did this at Walker Creek in the past and I think everyone enjoyed the retreat.

Planning for a 2024 QuiltAway could/probably should begin soon as well. I would like a few interested quilters to take charge of choosing workshop leaders. I am not an "internet" person and have completely lost track of who/what workshops might be of interest to our members.

I apologize for the late notice for tonight's meeting. If you have time for a discussion, I would enjoy hearing your thoughts regarding planning for a retreat and our next QuiltAway. I am working evenings with the veterans and will not be joining you tonight.

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

- July 9th Youngmin Lee - Bojagi workshop (zoom) full, 1st waitlist name taken
- September 17 Julia McLeod - Shortcuts to Tradition (zoom), 5 sign-ups. If not full by July 20th, will open registration to non-members and also ask Julia to promote as well to her followers.
- November 5 & 12 Cindy Grisdela - Artful Improv (zoom), 4 sign-ups, registration opened this week.
- January 14th full day workshop scheduled (zoom); will be announced at the August guild meeting.