

SFQG Board Meeting Minutes – May 22, 2018
Location: Ortega Branch Library, 3223 Ortega St., SF, CA

Present: Alex Byrne, Cathey Kennedy, Cathy Miranker, Gloria Miller, Claudia Shearer, Jane Strem

Meeting start time: 6:35 pm

MSP: April Minutes approved

Exec Board & Committee Chair Reports

Treasurer: report attached.

Action- it is time for the chairs of committees to start thinking about their budgets for next year. Gloria will announce when they are due.

Parliamentarian: report attached

Programs: report attached

Quilt Show 2019: report attached

Friendship Blocks: report attached

Library: new books ordered and are coming soon

Membership: report attached

Newsletter: Due to budget constraints, there is concern about the newsletter running over 12 pages. Gloria will talk with Ginger.

Opportunity Quilt: Cher will chair. \$247 was turned in from sold raffle tickets

QuiltAway: report attached

MSP: The board approved the QuiltAway chair/committee suggestion to plan an off-year QuiltAway for open studio work without teachers.

The board officially recognizes Jeanne Matysiak, Caroline Corey and the rest of the committee for a wonderfully successful QuiltAway.

Unfinished Business:

- discussion about filling the membership chair position is tabled until next meeting
- finalizing the role description for board positions and chairs of standing committees tabled for the time being.
- Currently the membership database resides on a very old computer. We need to explore moving the database onto a web based platform.
- Action – Cathy will talk with Dani

New Business:

- Sewcial policy – Action: Cathy and Gloria will discuss and craft a Sewcial policy due in July.
- Rent increase – alternative meeting space is being explored. The church has requested that we sign a 1 year lease in June. We are month-to-month at this point and will request that that continues until the end of your fiscal year at the end of September.
- Action – Alex to send out an e-blast with a follow up newsletter article to inform the membership
- Guild sanctioned swag – the board needs to approve SFQG logo merchandise

Location for next meeting at the Ortega Library

Meeting adjourned at 8:10 pm

Respectfully submitted by Cathey Kennedy, Secretary to the Board

Attachments

The following reports were circulated by email to the Board prior to the meeting.

Treasurer's Report:

MOFO: May 8, 2018, we have been advised that our application of, Claim for Organizational Certificate-Welfare Exemption, has been received by the State and will take 4-6 months to process!!! We expected a faster turnaround. Our landlord lord has been advised of the progress.

RENT: Our landlord has increased our monthly rent from \$300 per month to \$500 per month starting June 1, 2018. They would like us to sign a year lease as the current lease expires end of May. Current rent budget is \$3,600 per year. Proposed increase would be \$6,000 per year. Rent comparisons and possible meeting location change options are being explored.

QuiltAway 2018: See report from Jeanne Matysiak. Accounting and banking reports will be brought up to date when the final deposits have been made and checks cleared. Thanks to Jeanne for acting as chair and treasurer for the event.

Parliamentarian Report:

The nominating committee has it's full complement of members: Barb Strick, Gloria Miller, Cathey Kennedy, Cher delaMere and Claudia Shearer (chair). The committee was introduced at the last guild meeting and an article will appear in the next newsletter.

Programs Report:

Our speaker line-up is complete for 2019 but there are two contracts still outstanding, with Laura Wasilowski and Meg Geiss-Mooney.

Lecture expenses at the halfway point in our fiscal year are on track.

We urgently need additional help with lecturer wrangers.

Quilt Show Report:

Our Guild Featured Artist has been invited and has accepted. (Congratulations Jeanie Low). The first choice outside Featured Artist has a scheduling conflict so declined. Our second choice has been invited. We are awaiting her response.

Show Chair positions are getting filled and are the current priority.

I will be refining the timeline and working on a draft of the budget before the next Show meeting.

Submitting an article to the Quilter's Cable editor on the first Saturday of the month after the Show meeting is a bit of a challenge for the editor. Therefore, I'm exploring the possibility of moving the meetings to the last Saturday of the month instead of the first Saturday.

Friendship Block Report:

Very quiet at Friendship Blocks at the May meeting - less than 10 completed and returned.

Membership Report:

We had our first set of volunteers to help at the membership table on guild night. It went well. Should we have no member chair, we can run the membership table with volunteers on guild night. Anna will remain on the committee to do the paper works, until the next member chair steps in.

Membership fees have been prorated since April 1st. Full member fee is \$17.50 for the remainder of 2017-2018 year, ending on September 30, 2018.

We will encourage earlier membership renewal this year. Late renewals risk members not getting their names into the new directory. Renewal reminders will be posted in the newsletters for the months of August, September and October.

1 new member joined from the website, Valerie Lord of San Francisco

1 renewal at guild night, Judy Epstein of San Francisco

8 guests on guild night. From Millbrae, Sacramento, Daly City, Petaluma, CA, Audubon, Pennsylvania and New Jersey. Guest fee collected- \$40

QUILTAWAY Report:

With lots of help from the committee and other participants, our retreat provided a grand time for workshops and building new friendships.

Working on our financial report. The guild funds covered the cost of the four workshop instructors as well as their room and board.

A survey will be sent out to help with plans for the next retreat. Jeanne Matysiak would like to continue on this committee. Walker Creek has already asked if we would like to come back.

A new idea to consider is another retreat next year after the show, maybe in May or June. This would be a simpler retreat with no instructors, no cost to the guild. We would need the guild to sponsor the event as the ranch require the insurance. An informal poll indicated definite interest in an off-year event. I think it would help keep us on the Walker Creek calendar for a future QuiltAways.