

# OREGON COASTAL QUILTERS GUILD EXECUTIVE BOARD MEETING

## May 17, 2018

The meeting of the Executive Board was called to order by President, Phoebe Hein at 10 a.m.  
A quorum was present.

**Approval of Minutes** – Jean Amundson moved that the minutes of the April Executive Board Meeting be approved as published. Motion was seconded by Gail Chipman and approved by vote.

**Treasurer's Report** – Gail Chipman, treasurer's report was accepted as presented. Sue Stephenson requests that Community Quilters be added to the Income Category.

### **Announcement**

Jean Amundson reported that Paula Hnyda is home and able to have company for short visits, please call ahead. Updated report Friday is that Paula has returned to OHSU.

### **Old Business**

**Banner Sponsorship** – Jean Amundson reminded the group that banner sponsorships are available, approximately \$35 needed for each banner. Janet Webster has placed the order for the Street Banners. Sponsorship envelope will be at the June General Membership meeting.

**Guild Retreat** – Virginia Dale requested approval for refund that was requested for Carol Nelson in 2017. **Motion** – Jean Amundson moved that a refund be given to Carol Nelson for the 2017 guild retreat minus the \$50 non refundable deposit. This is a one time exception to the Guild Retreat policy being adopted today. Motion was seconded by Gail Chipman and approved by vote.

**Retreat Policy for OCQG** draft was presented by Jennifer Reinhart with comments on the following.

#3 – discussion regarding additional fees – it was decided to combine #3 & #7

#5 – discussion regarding costs needing to be met, final payment due date, non-guild members given space that is not filled by deadline

#6 – should be part of budget, retreats are self-sustaining, budget is a working document

#9 – corrected to reflect Virginia's comments

#12 – remove 2 & 3

Cancellations

#6 – non-refundable, non-transferrable discussion

#8 – cancelled or rescheduled

Corrected Retreat Policy will be emailed to board members. Special email meeting will be called by president, Phoebe Hein.

Accepted Retreat Policy will be put on BLOG, announcement will be made at the General Membership meeting and copies of the new Retreat Policy will be available at the retreat table.

**Fund Accounting** – A discussion was had regarding a change in the accounting system to FUND Accounting which would make reports easier to understand and end of year audit easier. A reminder

that restricted funds use cannot be changed without authorization. Board recommends changing to a FUND accounting system at change of year. Further discussion to follow.

### **New Business**

**Outreach Funding** - Phoebe Hein will ask for suggestions for Outreach Funding. Gail Chipman will report the amount available for Outreach Funds at the June General Membership meeting.

**Advertising** – no report

**Budget** – Janet Sylvester announced budgets are due in September.

**Challenge Quilts** – Becky Mershon reported there are 14 signed up for the Challenge Quilt. Quilts will be displayed and 1st voting will take place at June meeting.

**Communications** – Nan Scott is continuing to do the BLOG while Paula is recovering. Nan reminded the board members that information for the BLOG is due by the Sunday following the Executive Board meeting. We want to make sure we don't overwhelm members with too email notifications.

**Community Quilters** – Sue Stephenson reported there are 28 completed quilts in inventory and 13 quilts were distributed in 2018. Currently meeting with reps of organizations to determine needs going forward. Seashore Literacy would like to get bags with quilts and they would put in a book for children. The guild could include information about Community Quilters and Guild as well as a Quilt Show flyer in the bag. The ugly fabric challenge is underway. First Thursday meeting is to prepare kits only, no sewing machines. No dog beds yet, but we can use some small pillows for kids to sit on.

**Documentation** – Evelyn DePaolo, next documentation will be Saturday, May 19<sup>th</sup> in Lincoln City from 9:30 a.m. - 3:30 p.m.

**Finishing School** – Paulette Stenberg, Thursday, May 24<sup>th</sup> at the Carriage House. This would be a good time to finish UFO's which will be the July Guild Program.

**Hospitality** – no report

**Library** – no report

**Membership** – Ruth Johnson, 1 new member, current membership 186. Committee is missing clear tub with label maker and name tags inside. Requested that font for name tags be larger.

**Merchandising** – no report

**Program/Workshops** – Jennifer Reinhart

June program will be Quilts of Valor and Veterans Quilt Project with presentation of quilts. Jennifer reminded committee chairs that it is important to arrive 15-30 minutes before the starting of the table walk so that areas are set-up for the meeting. All committees need to be responsible to take supplies in and out of the closet. Program committee will continue to mark committee areas on the tables with signs. A reminder that it is important that when we have a guest speaker we follow the agenda and hold business items to time allotted.

**Publicity** – Jean Amundson reported there will be an article on the Raffle Quilt and Veterans Quilts Program in the newspaper and on Lincoln County Today.

**Raffle Ticket Sales** – Nan Scott reported that sales are ok and reminds everyone that tickets or money is due back by the July meeting.

**2018 Raffle Quilt** – Nan Scott reported quilt will be going to the Florence quilt shop. Ticket sales at the quilt shops have been very slow. Sale of tickets is good at Quilt Shows.

**2019 Raffle Quilt** – Cindy McEntee reported committee is working on assembling quilt.

**2019 Guild Retreat** – no report

**SABLE** – no report

**Veterans Quilts** – no report

**Rec Center Hanging** – Debbie Mosley told the board that she receives positive comments every day about the beautiful quilts on the walls. Nine quilts are currently on display.

**Niemeyer Mini-Retreat** – no report

## **ANNOUNCEMENTS**

Quilt Show Meeting 1:15 today at Carriage House

May 19<sup>th</sup> – Documentation, 9:30 a.m. - 3:30 p.m. at Lincoln City Museum

May 24<sup>th</sup> – Finishing School, 10 a.m. - 4 p.m. at Carriage House

June 14<sup>th</sup> – General Membership Meeting, 5:30 p.m. Table Walk, 6 p.m. Meeting at Atonement Lutheran Church

June 21<sup>st</sup> – Executive Board Meeting, 10-11:30 a.m. at Carriage House

June 21<sup>st</sup> – Quilt Show Meeting, 1:15 p.m. at Carriage House

Respectfully submitted by Marian Brown, OCQG Secretary