

OCQG Executive Board Meeting January 17, 2019

The meeting of the Executive Board was called to order by President, Diane Tillotson at 10:05 a.m. A quorum was present.

Minutes – Nan Scott moved that the minutes of the November Executive Board Meeting be approved as posted. Motion was seconded by Jackie Stankey and approved by vote.

Treasurers Report - Treasurers report was accepted as presented. Nan Scott reminded the members that they will receive the Treasurers Report by email on the Monday before the Executive Board Meeting for their review. Nan gave a very informative explanation to the group on how to read the new Fund Accounting treasurers report.

New Business

Elizabeth Wood from the audit committee had some questions regarding transition year. Nan Scott offered to help the committee and will answer questions. Audit committee should be provided bank statements, bank reconciliation balances, fund transfer sheets, check request sheets, should randomly sample 20-25% of income/expense. Nan offered to write down the procedures and answer questions from the audit committee.

Elizabeth Wood announced that she will no longer be a part of the set-up/take-down group. A replacement is needed.

Finance – Nan Scott reported to the group that there needs to be some transfer of funds since the new policy states that the Reserve Account cannot be more than 15% of the consolidated budget.

Motion: Jackie Stankey moved that \$5318.64 from Quilt Show be moved to the Capital Fund.

Darcey de la Rosa seconded the motion. Motion was passed by a voice vote.

There is \$10,280.64 in General Operations Fund that needs to be moved to Reserve, Outreach and Capital. Motion: Jackie Stankey moved the following distribution – Reserve - \$7,190, Outreach -

\$1500, Capital - \$1590.64. Motion was seconded by Ruth Johnson. Discussion followed and an

amendment to the motion was made by Darcy de la Rosa to change to the following distribution – Capital - \$1,000, Outreach - \$2090,64, Reserve \$7190. Amended motion was seconded by Jackie

Stankey and passed by a voice vote. Account Balances – Reserve - \$9094.10, Capital Fund - \$8318.64, Outreach - \$5,5190.64.

Georgia Sabourin raised a question regarding the condition of the cutting mats that are stored in the closet, they are not looking good and need to be kept flat. After discussion it was decided that the mats would be kept in a bag with a piece of foam board, plywood or acrylic to keep them flat.

Committee Reports

Merchandising – Becky Mershon showed the new notecards that are now available for purchase. They feature the lighthouse and ship panels. The first printing was done incorrectly so they are for sale for 10 cards & envelopes for \$2.00, the corrected reprint cards are 10 cards & envelopes for \$10.00. Notecards will be for sale at the meetings and will be used for correspondence from the Guild.

Block of the Month – Nan Scott reported there will be a paper piecing/mug rug teaching time at noon before the scheduled General Guild Meeting on February 14th.

Challenge – Phoebe Hein, no report.

Community Quilts – Elizabeth Woods reported that in 2018 there were 244 Quilts, 6 Teddy Bears, 19 SitUpon Pillows (after school program), 72 Totes, 63 Burp Cloths, 19 Christmas Stocking Buntings, 36 Hospital Pillows, 22 Bags for Oncology Patients and 45 Pillowcases distributed. THANK YOU QUILTERS! The following agencies were served in 2018: Newport Hospital Auxiliary, Newport Hospital Oncology, Newport Hospital Nursery, My Sister's Place, Children's Advocacy Center, Inter-Christian Outreach (Calvary Baptist Church), Samaritan House, Habitat for Humanity, Foster Parents' Association, Gabriel Project (Sacred Heart Catholic Church), Head Start (Newport, Toledo, Lincoln City), Seashore Literacy and DaNoble House, Waldport, Family Promise, Lincoln City, Lincoln City Hospice, Lincoln County School District, Taft School and Kid's Zone. Saturday, January 19th we will be hosting and helping participants make their blocks for the Threads of Life quilt project, sponsored by the Donate Life Northwest organization. Work party will be held at the American Legion in Newport from 1p.m. to 3 p.m. and members participating from our guild will be Shirley Gilmore, Elizabeth Wood, Twy Hoch and Heidi Ware. Sue Stephenson will be coordinating with this organization to hopefully have the quilt hanging in our show when it is completed.

Documentation - Twy Hoch reported the February 9th date is full and the committee will document the 2019 Raffle Quilt.

Finance Committee – Janet Sylvester reported the new FUND accounting system is going well.

Finishing School – Paulette Stenberg reported the next work day will be January 24th from 10 a.m. - 4 p.m.

Hostess/Hospitality – Anne-Marie Mann reported she may be leaving before the end of the year. A new chairperson for the committee will be sought out later.

Membership – Ruth Johnson made a correction to the January meeting report, there were 92 members present. There will be a picture of the 2019 Raffle Quilt in the new membership booklet. Deadline for paying dues and being included in Membership Directory is January 28th, currently there are 165 paid members. New directory will have a Celestial Blue cover and Vulcan Green for the colored pages. Ruth reported that some members report not receiving guild information. The following information will be included in the new members packet.

Since we don't have a newsletter our blog is serving as the main communication channel for the guild. We encourage you to subscribe to the blog. The link is: <http://oregoncoastalquilters.org/blog/>

Click on: About Us/Blog and enter your email address and name. There are great photos from Guild events and news of upcoming plans. To stop email notices click on “unsubscribe” at bottom of the notice.

Programs/Workshops – Janet DeSau reported she needs committee members. February program will be Marie Bostwick, March program will be Community Quilts.

Quilt Show – Jackie Stankey reported there was a fair response to the request for committee sign-ups at the January guild meeting. Still looking for the following committee chairs: Hostess Coordinator, Large Gym Hanging Coordinator, Small Gym Coordinator and Registrar. Melissa Hollenbeck agreed to be the registrar (thank you). The committee is working with the rec center to use the exercise room during the Quilt Show.

2019 Raffle Quilt – Jane Szabo reported tickets and brochures are available for guild members to pick-up. Tickets will be sold at the Willamette Valley Quilt Show in Albany on February 1st & 2nd. Jane encourages everyone to sell, sell, sell and share on Facebook. Quilt will be displayed at Ruth’s Fabrics in Waldport during Quilt Shop Hop and will be displayed at the Guild Retreat.

SABLE – Janet DeSau, February is Red/White/Black.

VQP – Twy Hoch reported there will be a “sewing party” at the American Legion in April. Watch for announcements of additional work party dates.

Retreat – Georgia Sabourin reported there is one space available. Charges for the retreat include a \$10 cushion over expected retreat expenses. Committee will use new guild Thank You cards.

2020 Raffle Quilt – Ann Flescher, Deb Smith and Georgia Sabourin will present concept idea at the February general membership meeting.

Meeting was adjourned at 12:00.

Reminders

January 24th – Finishing School from 10 a.m. - 4 p.m. at Carriage House.

February 7th – Community Quilts from 10 a.m. - 2 p.m. at Ruth Fabric’s in Waldport.

February 9th – Documentation - full.

February 14th – General Membership Meeting at Atonement Lutheran Church
(table walk at 12:30 p.m. - meeting at 1:00 p.m.)

February 21st – Executive Board Meeting at 10 a.m at Carriage House.

Respectfully submitted by Marian Brown, OCQG Secretary