

## Quilters Unlimited Steering Committee Meeting Minutes

March 21, 2017 Meeting

14 SC Members Present – Peggy Allen, Denise Vinson, Kerry Cohen, Linda Stright, Karen Skinner, Karen Kunz, Linda Brooks, Sue Skornia, Marsha Walper, Dawn Griffin, Roberta Granville, Jeanne Brenner, Judy Rainbrook and Laura Keller. Also present was QU member Janice France.

Peggy called the meeting to order at 7:05 p.m.

The meeting agenda packets was passed out to all.

### New Business:

Peggy received an email from the Springtime Havana committee. They wanted to see if we would come and do a quilting demonstration at their event. Event is May 12, 2017. We already have Sharon Chambers scheduled workshop that day. Peggy asked if we could sell our opportunity quilt tickets if we did the demonstration. Springtime Havana said they would reduce the booth fee to \$35 if we did the demo. Everyone agreed to decline this invitation due to cost and planned workshop. Peggy will respond and give them the contact info for the Havana Sit-n-Stitch, in case they can provide a demonstration.

### Old Business:

Peggy reported that Pam Doffek is still working on the notebooks and asked everyone to send their updated electronic versions to Pam and she will format all the same for continuity. Karen Skinner asked if everyone could find the notebook page on the website or if we needed to consult with Sue Isaac about moving the link in the drop-down menu. Laura Keller asked about the bank account information being omitted from the electronic copy for security purposes, and only have that in the hard copy version. Everyone agreed that was a good suggestion.

Peggy noted that the minutes from the November 2016 and January 2017 Steering Committee meetings and the February 2017 General meeting had been sent out and were in the attached agenda packet. Dawn Griffin moved to approve all minutes as presented and Jeanne Brenner seconded. All were in favor of approval.

Peggy reviewed the Financial and Budget reports that Treasurer Heather Strickland submitted and that were included in the agenda packet. Discussion on removing the cabinet from the assets section was revived, but Jeanne noted that the value had been decreased to \$20 on the latest financials. Everyone agreed to leave that asset as currently valued.

### Reports for Committees:

Workshops: Jeanne reported that there has been low signup for the Sharon Chambers workshops in May. Currently, the guild must cover some of the expenses for the workshops, but we were past the date to cancel without penalty. Jeanne said the penalty or the expenses to cover would come out to about the same money. She felt it was better to all the workshops to proceed. Karen mentioned posting on Facebook to garner attention from outside the guild. Kerry Cohen stated she would add notices on the COCA Tallahassee Arts website.

Opportunity Quilt (2017): Karen Kunz took our opportunity quilt to the Trenton quilt show on March 18. We sold \$534 at that event and she reported that the show was wonderful and the coordinators were very helpful and friendly. She said this would be a great location for selling our opportunity quilt tickets in future years, if the quilt is done in time. Karen said we have already made \$780 in ticket sells from Trenton and the March guild meeting.

Capital City Quilt Show: Denise Vinson reported that Stormy who normally curates our show at the Museum of Florida History has left MFH. LeEllen Thornton will be curating our 2017 show. Kerry asked about the announcement Betty Rinkel made at the guild general meeting about non-square quilts. It was determined the real request from the Museum is if your quilt has items hanging above your quilt top, so they can specially hang for optimal viewing. The Museum also requested that we not hang the challenge or first time ribbons on the quilts. They are concerned about patrons touching and damage to the quilts. It was mentioned that this information could be submitted to be included on the foam name/description board the Museum hangs with the quilt.

Policies and Procedures: Marsha Walper submitted a proposed timeline for the Opportunity Quilt to be included in the P&P. Discussion and suggestions for updating this language. Discussion on whether the policy of members purchasing opportunity quilt tickets should be written in the P&P. In the past, the sentiment, if not written was members were required. This changed in recent years to expected or strongly encouraged. Roberta Granville motions to accept the new P&P language and Judy Rainbrook seconded; all agreed on the new language.

Audit: Peggy will check with Heather about the annual audit timeline and will work on forming an Audit Committee to complete the audit before the May SC meeting.

Budget Analysis Committee: Peggy will also work to find members for this committee and have them complete a budget review prior to September SC meeting.

By-Laws Change: The proposal we agreed to send to the general membership for voting at the January meeting was sent back to the Steering Committee at the February general meeting. Janice France proposed that the SC submit a proposal for general membership vote to waive the term limit for this year for current treasurer Heather, and then have election of a new treasurer for next year. Much discussion ensued on several issues related to the Treasurer position and the by-law language on term limits for officers. Major concerns with allowing the treasurer position to have a long-term office holder is with visibility and checks/balance on the money handling. Several areas of concern about who has access to our accounts and our fiscal requirements as stated in the By-laws or P&P were brought to light. Peggy determined this matter needed an Ad-Hoc committee to review our current procedures. Denise and Janice volunteered to serve on that committee. Peggy will recruit additional members and requested a draft report for the May SC meeting.

Peggy moved to adjourn and Kerry seconded. Meeting was adjourned at 8:30 p.m.

Submitted by Kerry Cohen, QU Secretary