

Quilters Unlimited Steering Committee Meeting Minutes

November 17, 2022, Meeting

Twelve 2022 Elected Officers, Standing and Support Committee Chairs and Co-Chairs were in attendance: Sue Isaac, Peggy Allen, Linda Stright, Karen Kunz, Kerry Cohen, Michele Hackmeyer, Ann Gaber, Carol Eskola, Ellen Fournier, Rachel Smith, Jane Jordan and Jeanne Brenner. Also in attendance, 2023 President Elect Janet Taylor.

Sue called the meeting to order at 6:37 pm.

We began with introductions of those present and the positions they held for 2022 and will hold in 2023.

Michelle made a motion that we approve the September SC meeting minutes that were circulated prior to tonight's meeting. Karen seconded. All were in favor and minutes were approved.

Notebooks were handed out to the incoming chairs.

New Business:

Sue circulated a motion via email about abolishing the Show and Tell Committee and changing the name of the Audio-Visual Committee to Equipment to incorporate the step ladders used for Show and Tell. Rachel seconded the motion at the meeting, and all voted in favor. The language presented in Sue's motion will be updated in the correlating section of the Policies and Procedures (P&P).

Sue circulated a motion via email about adding to the P&P which committees are classified as Standing, Support and Ad-hoc. This was adopted in 2019, but the language was not added to the P&P at that time. There was discussion about the proposed listing and the listing adopted in 2019. After amending the language, Michele seconded Sue's motion. All were in favor. The listing for the P&P will be added:

Standing Committees: Annual Capital City Quilt Show- odd years, Annual Capital City Quilt Show- even years, Internet, Newsletter, Opportunity Quilt-current year, Opportunity Quilt-next year, Philanthropy, Programs, Publicity, Workshops.

Support Committees: Block of the Month, Challenge Quilt, Door Prize, Equipment, Library, Quilter's Treasure, Silent Auction, Sit-n-Stitch, Sunshine, Welcoming.

Ad-Hoc Committees: Audit, Awards, Boutique Coordinator, City Hall Show, Fiscal Planning, Nominating, Parties, Travel.

2023 Budget: A proposed budget was circulated prior to the meeting via email. There was discussion about several items updating the proposed budget.

Ellen proposed bringing Valerie Goodwin for a program. She is a quilter that has a display currently going in Tallahassee. Sue made a motion that we authorize Ellen to coordinate this guest speaker and Jane seconded. All were in favor.

The end of year party needed a budget amount for drinks in the 2023 budget. This was covered via another line item in 2022. Sue made a motion that we add \$70 to the Special Events budget and Jeanne seconded. All were in favor.

Sue made a motion to raise the Door Prize budget back to \$150. After discussion, Sue withdrew the motion.

Budgeting for Quilter's Treasure was discussed. After Rachel and Jane estimated the December income, Rachel calculated the 25% expenses for 2023 and the estimated income. Sue made a motion that these items be added to the 2023 budget with their own income and expense lines for clarity. All were in favor.

It was mentioned the miscellaneous income should be reduced, due to no Boutique in 2023. After discussion, Jeanne made a motion to reduce the income and Sue seconded. All were in favor.

The proposed budget noted no printed directory costs. There was much discussion about printing costs, online file security, the MailChimp bulk mail capabilities for attachments, printing only supplemental pages, no hole punching, colored paper, and other issues around printed versus electronic directories. After discussion, Sue made a motion that the budget for the directory be increased to \$700 to allow for printed directories. Jeanne seconded the motion, and all voted in favor.

Ann requested an increase to the Philanthropy budget as batting has increased in price. There was some discussion about requesting batting donations and other options for the future to help supplement. Sue made a motion to increase the budget for Philanthropy and Jane seconded. All were in favor.

After all the changes, Rachel noted that we are budgeting \$1423 more in expenses than income. Sue made a motion to approve the 2023 budget as amended with the understanding QU will cover the shortfall from savings if it occurs. Jane seconded the motion, and all voted in favor.

Old Business:

Peggy Allen has old files that are no longer needed or are digitized already. Sue made a motion that Peggy can destroy old files. Linda seconded and all were in favor.

The next steering committee meeting will be on Wednesday, January 18 at 6:30 p.m. due to the library room unavailable for Thursday.

The meeting adjourned at 7:58 pm.

Submitted by Kerry Cohen, Secretary