

Draft – Apr. 18, 2017  
Final – May 8, 2017

**Camarillo Quilters Association**  
Board of Directors' Meeting  
Minutes  
**Apr. 10, 2017**

CALL TO ORDER – The Camarillo Quilters Association Board of Directors' meeting was called to order on Monday, Apr. 10, 2017, at 9:33am by President Thelma Atkinson at her residence.

PRESENT – The board members present were: President Thelma Atkinson, Vice President Gerry Olsen, Treasurer Mary Ashby, Secretary Sandra Heibert-Darata, Membership Jan Hunter, Workshops Diana Herron, Speaker Hospitality Laura Divine, Ways and Means Jerry Ann Olgy, Communications Murielle O'Brien, Historian Jane Aiello, Comfort Givers Sandy Puchlevic, Website Jennifer Rapacki, Small Groups Jonal Beck, Library Sue McWaters, Facilities Joan Olsen, Hospitality Tricia Steinfeld, Vice President nominee Sandra Bunker, and Secretary nominee Joyce Turner.

MINUTES OF BOARD MEETING OF MAR. 13, 2017, AND GENERAL MEMBERSHIP MEETING OF MAR. 14, 2017 – It was moved by Gerry Olsen, seconded, and unanimously approved that the minutes of the Board of Directors' meeting of Mar. 13, 2017, and the General Membership meeting of Mar. 14, 2017, be adopted and distributed.

OFFICER REPORTS –

PRESIDENT –Thelma Atkinson announced upcoming visiting guilds to the General Membership meetings: May 2017 is Becky Sproal of North Cities Quilt Guild and Oct. 2017 is Cathe Hagerman-Beizer of Quilters by the Sea. Thelma presented that Patrice Lamborne proposed we offer a box lunch in the Community Center park after the Jun. 2017 General Membership meeting instead of taking Bonnie Hunter to lunch. The visiting guild would be included. Members to reserve their box lunch at the May 2017 General Membership meeting at a non-profit fee of \$10/box, or bring their own sack lunch. The event needs to be publicized by the end of Apr. 2017. Motion to go forward with the box lunch social was moved by Laura Divine, seconded by Gerry Olsen, and unanimously approved.

VICE PRESIDENT – Gerry Olsen reported he has revised standing rules amendments available. Gerry discussed the election slate for coming year 2017/2018 will be announced at tomorrows General Membership meeting. The nominees will be presented to the body with open nominations from the floor, and then the nominations will close. Everyone takes office Jun. 1, 2017. Gerry discussed the SCCQG Meet the Teachers event that was in Carson Apr. 8, 2017. Eight CQA members attended the event and there were 48 teachers.

TREASURER - Mary Ashby presented the Profit and Loss Budget for Jun. 2017 through May 2018. Mary discussed that membership income is short, but okay. She anticipates the 2018 quilt show income will be more than projected, which will make up the deficit and help with next

years budget. \$1000 was added for cookies/coffee to be provided at the General meetings. Jonal Beck and Tricia Steinfeld will ask small groups to provide cookies to offset costs. It was recommended to not hold a Gala at the 2018 quilt show, which will decrease expenses. New year membership figures are \$35 for 250 people. The Board meets in May to finalize the budget and members at the General Membership meeting will vote in Jun. 2017 for final approval. The budget will be posted at the door of the General Membership meeting and copies will be available. Mary to send next years proposed budget to Jennifer Rapacki to post on the website. Approval of the budget was tabled until revisions are made for Board approval in May 2017.

OLD BUSINESS - Murrielle O'Brien brought up communications and the Star Facebook page and mentioned advertising on the city community station. Thelma Atkinson recommended using the Ojai Valley news. Murrielle will look into including in the VC Reporter. It was further discussed to check with the Camarillo and Ventura libraries and putting it on Next Door (APP). Murrielle will look into the various options.

#### DIRECTORS' REPORTS –

DIRECTOR SPEAKER CONTRACTS – Laura Divine reported we have a good variety of speakers lined up for the entire year of 2018 to January 2019. Most of the speakers are from California, which helps with expenses. She's hoping to get additional speakers for 2019 and is still sorting through handouts from each teacher from the SCCQG. Jennifer Rapacki discussed there's a NCQC (Northern California Quilt Council) Jul. 8, 2017, in Concord, CA, and to look at the list of teachers on their website as possible candidates.

DIRECTOR SPEAKER HOSPITALITY – Laura Divine presented that she spoke with Tina Curran who is the guest speaker in May 2017. Tina is all set, but we need sign ups, which needs to be pushed at the General Membership meeting tomorrow. Thelma Atkinson asked what the contract says if we have to cancel. Laura reported that cancellation has to be made within 48 hours or we pay her for the workshop and any costs incurred.

DIRECTOR WORKSHOPS – Diana Herron discussed Bonnie Hunter class sign ups and that we need to make sure those signing up for the class have current memberships. Membership will have a pink card to give to members along with their member renewal card to sign up for Bonnie's workshop. Thelma Atkinson discussed that Bonnie Hunter sign ups in April and May is for members only and will open to non-members only if there are openings. Diana will have a separate non-members sign up sheet. Diana will be selling tickets for both Tina Curran and Bonnie Hunter at tomorrow's General Membership meeting. Diana has no sample quilt to show for Bonnie but has one for Tina.

WAYS AND MEANS – Jerry Ann Olgy reported that she has the basket of goodies ready for tomorrow's General Membership meeting. Jerry Ann discussed that she will pass out the tickets to the hostess of each table vice at the door and will have extra tickets available for \$1.00 each.

DIRECTOR MEMBERSHIP – Jan Hunter reported there were 151 members signed in at the meeting and 11 guests at the Mar. 14, 2017, General Membership meeting. There were no new members. We are averaging 161 members per meeting. Jan reported new membership forms are

made and available on line with the new price and dates. If anyone has a change, such as an address change, the member needs to fill out a new form. Otherwise, a check is all that's needed.

#### STANDING COMMITTEE REPORTS -

**HISTORY** - Jane Aiello reported she would take anything for the history book. Quilters Path needs to be updated for meeting locations and Murielle O'Brien will get with Jane on that.

**COMFORT GIVERS** - Sandy Puchlevic reported we will have a show and tell at the General Membership meeting and Tea tomorrow. She reported her budget numbers are good. Joan and Gerry Olsen will arrange for workshop, travel, and comfort givers tables for tomorrow's meeting.

**COMMUNICATIONS** - Murielle O'Brien report included in Old Business.

**NEWSLETTER** - Lynne Woods reported inputs are due Apr. 15, 2017, and she will have the newsletter out the end of this month and will send it to Jennifer Rapacki for posting.

**WEBSITE** - Jennifer Rapacki reported the old website costs \$50/month and that godaddy.com and word press first year cost is \$120, but will change to \$20/month after the first year. The domain name is camarilloquilters.com and we can still use the .org for the old site. The .org address will eventually send you to the .com site and it's just \$15/year to keep both. It was discussed and agreed to not have a log in for the website making the new website set up quicker. Jennifer reported she would teach members on how to go in and use the new website. Members discussed the protection of PII (Personally Identifiable Information) and that maybe it shouldn't be posted on the website. It was recommended to send out as an email to members only with a directory attachment in PDF format every time information is updated and not post it on line. Hard copies could be provided for those that don't have email. Additional recommendation was to list everyone with name only. It was further recommended that officers have email .org addresses set up so they're not dependent on personal emails. Jonal Beck will ask each small group if their contact info needs to be protected. Jennifer will send an email to the Board stating when the website is live.

**LIBRARY** - Sue McWaters reported there will be no library tomorrow at the General Membership meeting and Tea but she will accept turn-ins.

**TRAVEL AND MEMBER HOSPITALITY** –Tricia Steinfeld reported she only has a few more days for Central Coast Quilt Hop sign ups and is anticipating having to cancel the trip. Tricia is planning a trip to Kaufman, located downtown Los Angeles and is looking into a possible trip to the San Diego Quilt Show in Sep. 2017. Tricia and Jonal Beck discussed tomorrow's Tea sweets and sandwiches service. Thelma Atkinson requested the board members arrive at 8am for the Tea table set up with service to begin around 11am. Thelma reported there would be surprise entertainment and a hat contest at the Tea.

**SMALL GROUPS** - Jonal Beck announced that Stitch and Chicks would provide quilt holders for the Apr. 2017 General Membership meeting.

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FACILITIES - Joan Olsen reported she has table set up taken care of for tomorrow's General Membership meeting and Tea. She will have hot water available in the bar area, making sure there is electricity. A table will be set up for comfort giver donations in the bar area.

QUILT SHOW – Gerry Olsen announced there would be a quilt show meeting at Pamuela Hodson's house on Monday, Apr. 17, 2017.

**NEXT BOARD MEETING** – Monday, May 8, 2017, at Thelma Atkinson's residence.

ADJOURNMENT – There being no further business, the meeting was adjourned by Thelma Atkinson at 11:35am.

Joyce Turner, Secretary in Training

To be approved by the CQA Board of Directors on May 8, 2017.  
04/18/2017