

Final Approved – November 13, 2017
Draft – October 21, 2017

Camarillo Quilters Association
Board of Directors' Meeting
Minutes
October 9, 2017

CALL TO ORDER – The Camarillo Quilters Association Board of Directors' meeting was called to order on Monday, October 9, 2017, at 9:38am by President Thelma Atkinson at her residence.

PRESENT – The board members present were: President Thelma Atkinson, Vice President Sandra Bunker, Treasurer Mary Ashby, Secretary Joyce Turner, Membership Jan Hunter, Workshops Maria Ring, Library Sue McWaters, Quilt Show Saundra Hiebert-Darata, Hospitality/Travel Tricia Steinfeld, Block of the Month Jackie Tucker, and Newsletter Lynne Woods.

MINUTES OF BOARD MEETING OF SEPTEMBER 11, 2017, AND GENERAL MEMBERSHIP MEETING OF SEPTEMBER 12, 2017 – It was moved by Jan Hunter, seconded, and unanimously approved that the minutes of the Board of Directors' (BoD) meeting of September 11, 2017, and the minutes of the General Membership meeting of September 12, 2017, be adopted and distributed.

OFFICER REPORTS –

PRESIDENT –Thelma Atkinson reported that the nominating committee begins in December 2017/January 2018 and we will need a nominating committee to form soon.

VICE PRESIDENT – Sandra Bunker reported that the quarterly SCCQG meeting was Saturday, Oct. 7, 2017, and the topic was Out-of-the-box Fund-Raising Ideas. Sandra reported she would have notes available from the meeting in a couple of weeks. Sandra reported that the next SCCQG meeting is Jan. 6, 2018, and the topic is Getting and Keeping Membership (how to stay relevant so members will renew and how to recruit new members). Sandra will provide the meeting location. Relating to getting and keeping membership, Thelma requested Sandra write up what happened in our guild as far as statistics and what happened to build the membership back up. Sandra reported that guilds were asked at the SCCQG meeting if they would like to host a meeting in the next year on Jul. 7, 2018, Oct. 13, 2018, or a possible future date. Thelma reported the process is that the Board hosts the event (we supply the venue and refreshments) and the SCCQG pays for the venue. Thelma announced the normal attendance for SCCQG meetings is 100. Lynne Woods researched real time on line and announced that the Oct. 13, 2018 meeting topic is Philanthropy and Community Outreach and the Jul. 7, 2018 topic is Guild Offices. Thelma announced she will check availability of the community center for October 2018 first and then July 2018, but if the center is not available, we'll need to research a different venue. Thelma recommended we table the subject to discuss at the November 2017 BoD meeting.

Sandra announced the deadline for the SCCQG newsletter is Nov. 15, 2017 and Thelma requested Sandra post our 2018 quilt show information in the newsletter.

TREASURER - Mary Ashby reported the Working Checking Account balance is \$18,665.65 and the total saving and checking accounts combined is \$71,712.00. Mary presented the Year to Date budgeted expenditures by committees. Thelma announced it was shocking that there was no budget set up or tracking of quilt show expenditures. Saundra Hiebert-Darata announced she would review all previous paperwork and then go from there to set up a quilt show budget. Thelma commented it would help us plan future fund raising events and keep us fiscally responsible. Mary reported the storage unit would not be available Oct. 18-19, 2017, due to repaving. Mary reported on correspondence regarding insurance to protect against an umbrella policy. Thelma reported it's not necessary because we have two policies and the SCCQG protects us and gives us coverage as a BoD and the SCCQG has coverage for an event venue.

UNFINISHED BUSINESS –Thelma initiated discussion on last months meeting subject of increasing budget amounts over the current amount of \$200 and the following decision was reached. Officer and Committee Chair expenditures within annual budgeted amounts require no additional approval. Expenditures exceeding annual budgeted amounts up to \$500.00 require BOD approval. Expenditures exceeding \$500.00 above annual budgeted amounts require membership approval.

NEW BUSINESS – Mary Ashby reported on the rental storage unit increase in that we don't pay until April 2018 and we get one month free. Saundra Hiebert-Darata recommended getting a larger storage unit for ease of access and to avoid accidents. Sue McWaters reported there are 13 storage crates needing a home. Thelma requested Mary research how much we pay for the short-term storage unit used for the quilt show, and that maybe we should take the budget from that rental and apply it to a larger full time unit to include the crates and boutique items. Thelma requested a committee form to figure out storage unit size and cost. Thelma, Saundra, and Mary will revisit at the November 2017 meeting.

DIRECTORS' REPORTS –

MEMBERSHIP – Jan Hunter reported that 141 members signed in and 9 new members were in attendance at the September 2017, General Membership meeting. Jan reported there were 4 guests at the meeting, 9 renewals, and there are 247 paid members total. Jan reported that average attendance per meeting is 157. Jan reported that a PDF copy of the most current, up to date, membership list has been distributed and will be distributed on a quarterly basis. Thelma requested Jan provide her with a list of new members and guests with contact information after each General Membership meeting. Thelma announced that some members are not signing in at the General meetings. In an effort to reduce members from entering the door nearest the free table, Thelma requested and Saundra volunteered to set up a table or chairs at the door as a diversion and to post a sign with an arrow pointing to where members should enter the building for sign in.

WORKSHOPS – Maria Ring reported the survey conducted to determine what types of workshops members desire breaks down fairly proportionately into three categories; back to

basics, traditional, and modern quilt techniques. Maria announced that a few members reported they have not attended a workshop and Thelma mentioned it would be interesting to find out why. Maria and Sandra Hiebert-Darata volunteered to work together to create a workshop critique survey. Maria announced that fourteen people signed up for Rita Verroca's October 2017 workshop and only four signed up for Marcia Stein's November 2017 workshop. Maria discussed having a workshop seat included as a Ways and Means giveaway, which was favored by the Board. Thelma requested Maria contact Jane Aiello to have a bag ready for Ways and Means for a seat at the November workshop.

SPEAKER HOSPITALITY – Thelma Atkinson announced she spoke with tomorrow's guest speaker Rita Verroca who is ready for tomorrow and will be bringing some items to sell. Thelma reported Rita needs two quilt frames. Thelma announced that we would be taking her to lunch with location as to be determined.

WAYS AND MEANS – Thelma announced that Jane Aiello is filling in for Jerry Ann Olgy at tomorrow's General Membership meeting as the Ways and Means Director.

STANDING COMMITTEE REPORTS -

COMMUNICATIONS - Thelma Atkinson reported we need to advertise in the Acorn, especially the December 2017 quilt donation give away. Thelma reported she is announcing on the Star Facebook page in Murielle O'Brien's absence.

SMALL GROUPS – Thelma Atkinson reported that the Ojai Valley Blanketeers would be tomorrow's quilt holders. Thelma reported that the Blanketeers meet the last Friday of the month at 9am at the Church of Christ, Montgomery St., Ojai, and that their focus is to contribute to Ojai Valley residents and support the annual event Snowball Express which brings in surviving children of military parents who are deceased.

LIBRARY - Sue McWaters reported that \$94 was made from the September 2017 book sale. Sue reported our website has the latest listing of library books and that members can request books either to purchase or to put on hold. Sue reported that after the plea for workers both now and next term, three current Board members expressed interest in helping next term. Sue reported that new members also volunteered. Thelma requested Board members refer to the new member list to request volunteers for the various committees and to get in contact with Jan for new member information. Thelma requested Jan provide the new member list to the Board and Committee Chairs.

QUILT SHOW – Sandra Hiebert-Darata announced that the Ventura Modern Quilt Guild would like to include quilts in our show. Tricia Steinfeld reported that you have to be a guild member to show quilts. Sue McWaters reported it should be up to the quilt show committee.

HOSPITALITY/TRAVEL – Tricia Steinfeld reported that 10 volunteers signed up at the September 2017 General Membership meeting. Tricia discussed needing a budget to buy cookies and water/coffee and Thelma reported that she has a budget of \$500 for cookies and water. Thelma confirmed for Tricia that the mini groups are doing the table décor at the December 2017

parade of quilts meeting and that, per Gerry, the tables are round and seat up to 10. Tricia reported she has round table cloths to donate. Lynne Woods asked Tricia for an article for the newsletters on what the mini groups need to do. Thelma announced she would talk with Dalya Dektor regarding the chorale signing group and recommended adding caroling and an ugly sweater contest. Tricia announced that the retreat to Buellton is booked and thanked everyone. Tricia reported that Maria is supplying ironing boards, cutting mat, and electrical. Thelma announced that members should bring their own junction boxes. Tricia reported that we are making a little money from the retreat and will be offering a continental breakfast. Tricia reported that ticket prices for the Road to California on Saturday, Jan. 20, 2018, would go up from \$65 to \$70 per person with the breakeven point at 35 people. Tricia announced that the bus will hold 52 people and the ticket price includes admission, treats, bus parking, and the driver tip of \$125. Tricia requested approval to begin selling tickets at tomorrow's General Membership meeting. Thelma requested a motion to approve the trip and expenditures under the attendance of quorum officers and directors as present. It was moved by Maria Ring, seconded, and unanimously approved to begin expenditures and ticket sales for the Road to California bus trip on Jan. 20, 2018.

BLOCK OF THE MONTH (BOM) – Jackie Tucker reported that her email BOM send out is going well. Jackie presented the October BOM titled “Twisted Triangles”.

NEWSLETTER - Lynne Woods reported the deadline is Oct. 15, 2017, for the November newsletter. Lynn proposed including a Want Ads type section in the Newsletter for people wanting to sell quilting related items. Lynne questioned and Thelma confirmed that it is okay to post garage sales and quilt related items for sale on the Friends of Camarillo Quilters face book page.

NEXT BOARD MEETING – Monday, Nov. 13, 2017, at Thelma Atkinson's residence.

ADJOURNMENT – There being no further business, the meeting was adjourned by Thelma Atkinson at 11:50am.

Joyce Turner, Secretary

To be approved by the CQA Board of Directors on Nov. 13, 2017.
10/21/2017