

Final Approved – November 11, 2019

Draft – October 8, 2019

**CAMARILLO QUILTERS ASSOCIATION**  
**BOARD OF DIRECTORS' MEETING MINUTES**  
**Monday, October 7, 2019**

**CALL TO ORDER** – The Camarillo Quilters Association Board of Directors' meeting was called to order by President Barbara Witman at 9:35 AM at the home of Jonal Beck, 5777 Mulberry Ridge Drive, Camarillo, CA 93012.

**PRESENT** – President – Barbara Witman, Vice President – Jonal Beck, Treasurer - Judy Hively, Secretary - Susan Wilson, Membership – Jan Hunter, Workshops - Andrea Ramirez, Speaker Hospitality – Maribeth Benedict, Ways&Means – Becky Lowe, Communications – Cynthia Arnold, Historian & Small Groups – Jane Aiello, Library – Linda Wilkinson, Facilities – Joyce Turner, Hospitality – Yvonne Brydson, & Quilt Show 2020 – Sandra Hiebert-Durata.

**APPROVAL OF MINUTES** – The September 9, 2019 Board Meeting & the September 10, 2019 General Meeting minutes were approved with a motion from Maribeth & seconded by Jonal, motion carried.

**UNFINISHED BUSINESS** –

Barbara presented a few different samples of table signage and it was agreed that a simple frame with table name would do nicely. Barbara will pick these up at the 99-cent Store.

The valleyofthemistquilters.com website was reviewed and most members liked the way they had pictures of the various officers. Barbara will explore this further with Jennifer Rapaki.

Barbara searched storage for old business cards but could not locate them.

The following protocol for charging guests was agreed upon:

Visiting quilt guilds that are there for the purpose of selling tickets or advertising an event will not be charged the \$5- guest admission.

Someone who has made a significant donation (e.g. fabric) will be allowed a free guest admission.

Members who renew their membership will be given a free guest pass at the time of renewal.

Sue motioned that this protocol be adopted & Jonal seconded, motion carried.

Barbara will make up these passes.

**NEW BUSINESS** –

South Bay Quilters will be at tomorrow's meeting to sell tickets for their opportunity quilt.

Barbara gave Cynthia information for the bulletin board re someone seeking quilters for commissioned work.

It was agreed that our Board Meetings will continue to be held at various locations since we have not been able to find a suitable permanent location. The next Board Meeting will be at Judy Hively's clubhouse.

Barbara has spoken with both Jennifer Rapaki & Barbara's husband re the possible use of cloud storage. She has been informed that the financials need to be kept for 7 years, CQA Minutes for ever. Judy is already familiar with cloud usage. Barbara & Judy will discuss details of what financial records should be saved.

Barbara indicated that we do not want to accept any more dog bed scraps (for the time being); however, pillowcases are needed. The free table should contain only cotton fabrics.

**OFFICER REPORTS –**

**PRESIDENT –**

Barbara's reports are included in new business.

**VICE PRESIDENT –**

Jonal reported that she was pleased with the wireless audio system used last month. She has ordered 2 adapters that should be here for use next month.

**TREASURER –**

Judy told the board that the initial fee for the new quilt guild (PCCQG) will be only \$100-, not \$150-.

Judy presented the current Balance Sheet & Budget to the board (copy attached).

**SECRETARY –**

Susan had nothing to report.

**DIRECTORS' REPORTS –**

**MEMBERSHIP –** Jan reported that there were 146 members at the September General Meeting (average 136), with 6 renewals, and 3 new members. We currently have 229 paid members. We have had 59 paying guests since January, 2019. The current membership directory will be sent to Barbara for distribution.

**WORKSHOPS –**

Andrea reported that there are 8 signups for this month's class by Linda Sullivan this Wednesday. It is likely that there will be additional signups after she speaks tomorrow. Lectures & classes are filled for 2020. Becky McDaniel will be here in November, Peggy Martin will be here in January.

Both Sandra & Pam Dransfeld are administrators on the CQA Facebook account. Sandra will post upcoming speakers/classes on this site.

**SPEAKER HOSPITALITY –**

Maribeth announced that lunch will be at Jessica's tomorrow following our general meeting. The speakers for the next 2 months will be bringing their husbands and will be staying in hotels.

**SPEAKER CONTRACTS –**

Maria not present.

**WAYS & MEANS –**

Becky reports that she (assisted by Kathy Adams) has prizes ready for both months of October & November. There will be no raffle in December.

**STANDING COMMITTEE CHAIR REPORTS –**

**COMMUNICATIONS –**

Cynthia reports that she has sent out 32 fleece dog blankets made from fleece scraps. SPARKS & Simi Valley Shelter will take dog beds.

Barbara is preparing a template to send to Cynthia to aid in sending out press releases to local news outlets.

**HISTORIAN –**

Jane informed us that she is requesting a written statement from small groups a little information & history about themselves. These articles will be held in history but also used in the newsletters. She is also emailing the groups monthly to encourage them to express any concerns to herself or any of the board members.

**COMFORT GIVERS –**

Sandy Puchlevic not present.

**WEBSITE -**

Jennifer Rapacki not present. Nothing new to report.

**SMALL GROUPS –**

Jane's report is within "Historian" report.

**LIBRARY –**

Linda presented a copy of the Annual Financial Inspection Checklist for the year ended May 31, 2019. This is a yearly requirement. This was completed by herself & Allison Bailey. She has requested that someone else do this next year.

She reports that there are still some books missing, as well as a rolling cart.

**TRAVEL –**

Tricia Steinfeld not present. Tricia will not be able to attend our Board Meetings due to mobility issues. She will be sending a monthly written report to Barbara. Her report this month:

The Poinsettia Pavilion Retreat this November has a few spots available; 34 spots have been sold. The Road 2 CA bus trip in January 2020 still has seats available and tickets will be available at tomorrow's meeting. Other retreats are being planned for February & November 2020. There will be a bus trip scheduled for the July 2020 Long Beach Quilt Show.

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**HOSPITALITY –**

Yvonne reports that things are ready for tomorrow's meeting. She will have all tablecloths ready for the December holiday meeting & potluck.

**BLOCK OF THE MONTH –**

Jonette Duchai not present.

**NEWSLETTER –**

Lynne Woods not present. Barbara reports that the deadline for the next newsletter is October 15, 2019. Jane will be writing an article for the newsletter for the upcoming Quilt Show Gala.

**FACILITIES –**

Joyce reports that the new layout for the meeting tomorrow has been established with PVPR.

**QUILT SHOW 2020 –**

Saundra reported that all things are progressing with the upcoming quilt show. The next quilt show meeting will be Oct. 21 at the Dudley House.

The PCCQG is continuing to be formed. The next meeting will be Oct. 22 also at the Dudley House. The board will be formed at this meeting as well as creating a mission statement. There are 5 quilt guilds taking part at this time. She will report the outcome to us in November. She will not be able to attend tomorrow's meeting.

**ADJOURNMENT –** Barbara adjourned the meeting at 11:09 AM.

Susan Wilson, Secretary

To be approved by the CQA Board of Directors on November 11, 2019