

APPROVED on Dec. 9, 2024

CAMARILLO QUILTERS' ASSOCIATION (CQA)  
BOARD OF DIRECTORS' MEETING MINUTES

Monday, Nov. 11, 2024

CALL TO ORDER

The meeting was conducted by President, Patti Westberg by ZOOM interface and called to order at 9:31a.m by President Patti Westberg.

PRESENT:

**Voting Members:**

- \*President— Patti Westberg
- \* Vice President—Rose Gamboa
- \*Treasurer— *Vacant* [Joey Strait - Interim]
- \*Secretary—Barbara MacDonald
- \*Director, Speaker Hospitality—~~Diana Fussel~~

- \*Director, Speaker Contracts— Joey Figueroa
- \*Director, Workshops—Vanessa Buescher
- \*Director, Ways and Means—Holly Winston, Kelly DuBois
- \*Director, Membership—Jan Hunter/~~Pat Hibner~~

*There is a quorum (5 or more members) \*Denotes voting member Line through denotes not present*

**Non-Voting Members:**

- ~~Block of the Month—Lisa Gorski~~
- ~~Comfort Givers—Uela Hodson~~
- Communications—Jane Osborne
- Facilities—Jonal Beck
- Historian— *Vacant*
- ~~Library—Susan Luberto~~
- ~~Member Hospitality—Kathy Adams, Judy Carpenter~~
- Newsletter— Tedi Patterson
- Quilt Show 2024— *Vacant*

- ~~Small Groups— Vacant~~
- ~~Social Media Mavens—Pam Dransfeldt (FB), Paula Hoffman(Instagram)~~
- ~~Storage Unit Coordinator—Uela Hodson~~
- ~~Travel—Thelma Atkinson~~
- ~~UFO Challenge— Vacant~~
- ~~Website—\*Joey Strait, Jennifer Rapacki~~
- ~~Zoom Guru—Debi Carr~~

CONSENT CALENDAR

**Approval of minutes of the previous Board Meeting:**

**Motion:** Rose Gamboa: Moved to approve the minutes of the previous board meeting as presented.  
Motion was seconded. Motion carried and approved as presented.

**Approval of minutes of the previous General Meeting:**

**Motion:** Jan Hunter: Moved to approve the minutes of the previous general meeting as presented.  
Motion was seconded. Motion carried and approved as presented.

## **UNFINISHED BUSINESS**

Patti Westberg:

Treasurer's Role Update:

- Asked if Jane Osborne was present. She is not. Patti W. wondered if there was any response to her sign up sheet at the communication board.

Volunteer positions that are and will be open are:

- Secretary
- Historian
- Small Groups
- UFO's

- Patti states she did not start to call the membership regarding filling the role of treasurer as it appeared there might be a candidate last month. As it stands the treasurer position remains vacant.
- Anne Sidell has volunteered to take on taxes, raffle government filings and data entry.
- Patti stated that she plans to address the progress of the treasurer position with the addition of Anne Sidell taking on specific duties and the continued vacancy at tomorrow's meeting.
- If no one comes forward there will not be a meeting for January 2025.

## **NEW BUSINESS**

Raffle Update:

- The Ways and Means Raffle will resume for the November meeting.

Miscellaneous:

- Patty will meet with BofA representative, Edgar to resolve ongoing issues with access to the CQA account online and updates to signers.

*Treasurer Discussion:*

- Joey Strait clarified that Anne Sidell cannot deal with Accounts Payable as she is not a signer.
- Rose Gamboa can work with delivering items that Anne Sidell needs to complete her work as they live near each other as well as make deposits.

General Nominating Committee:

- Patti W. assigned members to the General Nominating Committee:
  - Rose Gamboa
  - Jonal Beck
  - Jan Hunter
  - Holly Winston
  - Tedi Patterson
- Two participants from the General Members required.

Passwords and Breach of Security with SCCQA:

- SCCQA had a breach of security and emails on file with that organization have been affected.
- Patti W's email was affected.

-Do not give money or access to any request until the sender is verified.

**Opportunity Quilt:**

-presentation by San Fernando Valley Quilt Association, Nov. 12 meeting.

**Guest Speaker:**

-Jean Impey has her hotel accommodations taken care of at the Hampton Inn.

-Jean will drive to our meeting

-Question posed regarding lunch with Jean Impey after general meeting. (Answered via text message between Tedi Patterson and Jean. Answer is: Yes. No donuts and no Chinese food.

**Patti W:**

-Patti W would like to streamline the guest speaker interactions with our guild to improve the line of responsibility and communication i.e., Does speaker want to go to lunch?; Who will pick up the speaker at the airport?; Does the speaker have hotel accommodations?

## **OFFICERS' REPORTS**

***President*** – Patti Westberg

No additional comments.

***Vice President*** – Rose Gamboa:

September 12<sup>th</sup> Rose attended the SCCQA zoom meeting.

1. Bogus emails have been being sent out due to a security breach at SCCQA. They have updated and are resolving the problem. Be sure you verify your emails and question any that seem suspicious. Joey Figueroa received a Phishing email from Patti W's account. Never give money when solicited by email unless you verify the email.
2. Another topic of discussion at the meeting was affordable alternatives for speaker and workshops as they are becoming more expensive. The following cost cutting suggestions were made.:
  - Member let lectures/workshops
  - Local collaborations
  - Local vendors/shops
  - Featured Quilter trunk show
  - UFO sew-in
  - A show that features a type of item, i.e., a bag
3. SCCQA announced that the "Meet the Teacher" event has been changed to April 5, 2025. This is a zoom event.

Joey Figueroa commented that a sew-in at the community center may not be supported by enough plugs in the room.

**Treasurer** : The report was given by Joey Strait (temporary data entry for treasurer position).  
*Summary of Accounts Held:*

- Checking ————— \$13,311.79
- Savings/MM—————\$18,805.59
- CD—————\$34,066.72
- TOTAL —————\$66,184.10

Patti W. added that the bank is fine with checks under the amount of \$200.00 being stamped with the guild's name. The bank recommended to not use a stamp for amounts written for more than \$200.00. Write: Camarillo Quilters' Association

Patti again said she was meeting with Edgar Melendez of Bank of America tomorrow at 1:00. Anyone that is interested is welcome to join her at the meeting.

**Secretary** – Barbara MacDonald

Barbara asked if everyone was receiving an email regarding the minutes prior to the board meeting. No one indicated a concern.

## **BOARD OF DIRECTORS' REPORT**

**Director, Membership** – Jan Hunter, Pat Hibner

- Last meeting/October:

Attendees: 96—in-person; 6—guests;7—renewals; 4—new members; (?)—Zoom attendees

We now have 206 paid members.

- Jan also updated the membership application with:
  - Would you consider a volunteer position?
  - Jan had one yes of the four new members. Rosemary Tobin. Rose G. stated she had health challenges but was one of the people she considered asking for the treasurer position.
  - Barbara MacDonald asked if the form had been updated with Jane Osborne's request of "How did you hear about us"? Jan responded yes.

**Director, Workshops** – Vanessa Buescher ;

- Vanessa has printed out the requested W9 form
- Invoice needs completion
- There are two openings for Jean Impey's workshop.
- January and February samples will be available at tomorrow's meeting.
- January and February workshops are active on the website.
- The red suitcase has been replaced for workshop committee.
- Vanessa recommended that new volunteers review their Job Descriptions and clarify what their job responsibilities are. This might resolve some of the overlap of duties.
- Vanessa will be absent for the December meeting and has a substitute set up.

**Director, Speaker Hospitality** – ~~Diana Fussel~~

- Diana has been in touch with Jean Impey

**Director, Speaker Contracts** –Joey Figueroa

- Joey has yet to connect with Diana Fussel. Patti W. will ask her to stand at tomorrow's meeting so the two can connect.
- Joey is continuing to assemble speakers for 2025.

**Director, Ways and Means** –Holly Winston (by phone), ~~Kelly DuBois~~

- Holly reports she and her team are getting ready for tomorrow
- Holly made requests for the "Boutique Raffle " for December. Items suggested were: pot holders, decorated towels, handmade ornaments, aprons, etc.
- She requested a Mail Chip notification.

**STANDING COMMITTEE CHAIRPERSONS' REPORTS**

**Communications** – Jane Osborne.

No report

**Historian** – *Vacant*

**Charity Quilts** – ~~Pamuela Hodson~~: Not Present

- Patti W. reported that Pamuela is asking for quilt donations for tomorrow. Jonal also said they can be taken to Pamuela's house.
- Rose Gamboa inquired about extra labels for the charity quilts.
  - Vanessa Buescher responded she had printed out 160 labels.

**Storage Unit** – ~~Pamuela Hodson~~: Not Present

- Patti W reported Cheryl Collart found quilt poles and would like to return them to storage.

**Website** – Joey Strait (by phone), ~~Jennifer Rapacki~~:

- Joey reports all is good.

**Small Groups**– *Vacant*

**Library** – ~~Susan Luberto~~:

- The committee is requesting a Mail Chimp regarding the request for books 2014 and newer for donation

**Facilities** – ~~Jonal Beck~~: Report presented by President Patti:

- Jonal may not attend tomorrow's meeting. She is sick. She didn't get the floor plans to the Community Center today b/c the center is closed for the holiday. She is going over to see if anyone is there today to deliver them.

**Travel** – ~~Thelma Atkinson~~: Report presented by President Patti:

- February 2025 retreat: This is Valentine's weekend and is located at the Old Time Quilt Shop in Orcutt. February 14,15,16.
- Reservations will be open at the November meeting.

**Member Hospitality** –~~Kathy Adams, Becky Lowe~~

No report

**Block of the Month** – ~~Lisa Gorski~~:

No report

**Newsletter** – ~~Tedi Patterson~~:

- Final submission date is November 21<sup>st</sup> for the December/January newsletter.
- Asked Patti W. if she would like to submit a letter from the president.

- Joey Figueroa – workshop?
- Will post the names of new members and where they are from.
- Tedi will add an In Memorium column. Please call if there are names to add. Lou Dunne was suggested as a contact. Sandy Cornelius has passed.

**Quilt Show** – Cheryl Collart: Not Present. Patti W. reported the following suggestion by Cheryl.

- Use local talent for a lecture versus hiring a speaker.

**UFO Challenge** – *Vacant*

**Zoom Guru** – ~~Debbie Carr~~: Not Present

- Lynn Jurss will cover for Debbie at tomorrow's meeting.
- Debbie has trained Lynn

**Social Media Maven/s** – Pam Dransfeldt [Facebook] and Paula Hoffman [Instagram]: Not Present.

- Patti W. will reached out to this committee. Neither of the ladies knows any passwords associated with their medias. Both are willing to continue on in their positions. They will be asked to reset their passwords and be sure to notify Patti. W.

**Additional Comments** –

- Laura Devine had the hotel for the November speaker. Her house is fine in regards to the Mountain Fire.
- Suzanne Branch from the Olivas Adobe will attend our meeting and present her request for quilts for their show next year.
- Dalya has requested some additional time during committee reports.
- Lou Dunne will present a show of quilts for the NICU to the membership to see. Normally they are turned in in November and membership doesn't have an opportunity to see them.
- Joey Figueroa asked how to donate quilts to the NICU. She was advised to contact Lou Dunne.
- Barbara MacDonald asked Joey if we had a program printed out yet 2024-25. She said not yet.
- Vanessa B. acquired a quilt stands. She has no idea who they belongs to. She will give them all to Pamuela/Storage committee chair. Someone can figure it all out.
- Joey Strait is also donating a quilt stand to guild. She will give it to Pamuela.
- Patti W. asked how the Storage unit looked. Jonal B. responded. Looks Great!
- Jonal B. had question for Joey F: Does she need tables on the stage for t he lecturer? The two of them will work it out tomorrow.

ADJOURNMENT – 10:49AM.

Minutes respectfully submitted by:/s/ Barbara MacDonald, CQA Secretary