

APPROVED on MAR. 10, 2025

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

Monday, FEB. 10, 2025

CALL TO ORDER

The meeting was conducted by President, Patti Westberg by ZOOM interface and called to order at 9:33a.m by President Patti Westberg.

PRESENT:

**Voting Members:**

\**President*— Patti Westberg  
\* *Vice President*—Rose Gamboa  
\**Treasurer*— Adriana Vander Graaf  
\**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, Lynn Jurss~~  
*Member Hospitality*—~~Kathy Adams, Judy  
Carpenter, BeckyLowe~~  
*Newsletter*— Tedi Patterson  
*Quilt Show 2026*— *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*—~~Debbie 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

### **Mountain Fire Quilt Donation Update: Patrice Lambourne**

*Update per Patti Westberg:*

- 160 quilts were donated at the last Donation Event.
- There were a “ton” of quilts donated via the Road2California booth in Ontario.
- Those donations are in the CQA Storage Unit.
- There will be three sign-up sheets at the General meeting.
  - Friday February 21, 2025* for help to transport from the CQA Storage Unit to the old Emporium store location in Camarillo where the “Love Project” is operating and to fold and sort as well.
  - Saturday February 22, 2025* to assist survivors with choosing their quilt.
- It is estimated 300 quilts will be there.
- Quilt donations have come in from Canada, Texas, Oregon and Southern California
- Volunteers were counseled to not refer to the participants as “victims” but instead as “survivors”.

### **Nominating Committee: Patti Westberg: Update**

*Currently Filled/Open Positions:*

1. President
2. Secretary: *Barb Witman*
3. Historian
4. Newsletter: *Barbara MacDonald*
5. Quilt Show
6. Speaker Contracts: *Joey Strait*
7. Small Groups
8. Member Hospitality
9. UFO's
- 10 BOM's: *Tedi Patterson*
11. Travel: As of May 2025

- Roxanne Masser's name was put forth at a previous meeting for president but Patti W. did not receive a call back.
- Rose Gamboa has been calling all leads.
- Securing a nominee for the office of president is a priority.
- Joey Strait confirmed that she is still going to accept Speaker Contract Position.
- President Patty will reach out to the members at the general meeting on Tuesday.
- Discussion ensued regarding potential candidates for Travel. Suggestions were made.
- Tedi Patterson recommended Peggy Wenzel, saying she was a very enthusiastic personality. Tedi also announced that the Art Quilting Group needs Scraps of batting which can be given to Tedi at tomorrow's meeting.
- Patti W. re-emphasized that nomination suggestions can be forwarded to her and she will make phone calls.

*Topic turned to speakers and budget...*

- *Patti Westberg:*

- Patti stated concern regarding the cost of live speakers and that we should consider limiting in person speakers to reduce expenses.

*Thelma Atkinson:*

- “The quality of speakers is the strength of CQA. The prime reason for CQA is sharing of knowledge and speakers”. Thelma added her concern regarding live versus Zoom speakers.

*Rose Gamboa:*

- SCCQG suggestions to lower expenses were:
  - To have a quilt university and source membership talent;
  - Spotlight a member in a show and tell event.
  - SCCQG is aware that all quilt guilds are feeling pressure of expense and pricing to bring in speakers.

*Joey Strait:*

- Commented on the success of our own CQA University and favorable responses
- Suggested we should resource local quilt shops as well as local area talent

*Joey Figueroa:*

- Commented that all our speakers were local area talent.

## **NEW BUSINESS**

*GRAND JURY SPEAKER:*

- Rick Gutierrez asked to speak to our guild regarding Grand Jury Duty
- The consensus was that the topic didn't correlate with the interest of our membership.

## **OFFICERS' REPORTS**

***President*** – Patti Westberg

- Patti W. would like to receive the budgets of the Director/Chairperson for each committee. Patti stated that we had an \$11,000.00 deficit in spending for 2024. Income was at \$17,000 and we have had \$28,000 in expenses. Patti stated, “...we need to think about our budgets.”

*Discussion:*

- *Barbara M.* commented we should have an audit due to the \$11,000.00 deficit in the budget.
- *Thelma A.:* commented that the lack of the large quilt shows in the past has had impact on our budget. Historically sharing of speakers has been done. We could invite another guild to join our meeting. We could make this a big deal, i.e., an “event”.
- *Barbara M.:* commented that fixed costs have risen considerably contributing to greater costs than projected.
- *Comments included;* consideration of expense costs, changes, sharing shows, coordinating speakers between guilds,

- Patty W: addressed our treasurer, Adrianna, asking her if we could look into an audit process adding we need a long time fix, a reorganization of our guild, and an overview of our money.

*Vanessa Buescher:* commented that the workshop fees need to be increased \$15.00 to \$20.00 as our guild prices are way below the going cost for workshops in the area.

*Barbara M.:* commented that we had agreed at the last increase of workshop fees that we would increase the workshop fee annually. She also commented that if we go to Zoom for our presentations we need to improve our presentation reliability.

- Patti W. reported that Deborah and Suzanne from the Olivas Adobe said the event was well done and successful. The small amount of quilts on display from CQA members was smaller than expected due to members prioritizing the need to make and donate quilts for the Mountain Fire survivors.

**Vice President** – Rose Gamboa:

- Rose commented that coordinating guest speakers between guilds and sharing them could be a negative as many members belonged to more than one guild in the area reducing attendance to the speaker's lecture at our meetings. Even though there could be a cost savings realized the effort to make this happen takes a lot of coordination.

- The Olivas Adobe event was well presented. Thelma A. brought her hand quilting and sat at the event and added to the atmosphere.

- The upcoming SCCQG meeting will be February 15<sup>th</sup>. Mountain Fire donations will be discussed. As it stands \$4700.00 has been collected on behalf of the survivors. We need to make an announcement to the general membership that if anyone knows of a survivor who needs assistance that equipment and funds are available.

**Treasurer :**

*Summary of Accounts Held:*

- Checking ————— \$10,225.27
- Savings/MM ————— \$18,815.48
- CD ————— \$34,584.48
- TOTAL ————— \$63,625.23

• Adrianna has access to CQA account through her home computer. Discussed that the current hardware has limitations due to the age of the computer

• Adrianna thanked Joey Strait and was grateful for her help during the transition.

• Vanessa B. addressed an ongoing concern regarding payment protocol of speakers to the treasurer.

- Speakers expect payment at the time of service. Vanessa requested a process review and a protocol be put in place. Patti W. agrees, stating that a check should be filled out at the general meeting and be ready to present to the speaker. Vanessa stated the last month's speaker was upset.

- Workshop costs are not set and fluctuations of the invoice with expenses can occur.

- Fees need to be resolved and revealed and paid on the day of the workshop.

- Adrianna will review the process and create a protocol. Emphasis will be on an improved protocol.

**Secretary** – Barbara MacDonald

• Barbara announced she has arranged for Barbara Witman to take notes for the April meetings. Barbara MacDonald will be unavailable.

## BOARD OF DIRECTORS' REPORT

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

- Last meeting/January:  
Attendees: 99—in-person; 99—Members; 5—guest; 0—renewals; 1—new members, Chris Wilkinson; ?—Zoom attendees.
- Debbie Carr can track Zoom attendance. That also brought conversation regarding the Cost to Value of upgrading the entire Zoom system hardware.

### **Director, Workshops** – Vanessa Buescher –.

- The March workshop with Kelly Stevens of Super Buzzy was cancelled due to low signup.
  - Classroom fees for this workshop have been transferred to the next workshop.
  - The fee to cancel the rooms was \$25.00.
- Vanessa is looking for the contract for the April Scrappy Applique Quilt workshop.
- The average attendance for 6 previous workshops prior to now has been 12 attendees.
- Vanessa is still looking for a co-chairperson for Workshops to help at the table during meetings.

### **Director, Speaker Hospitality** – ~~Diana Fussel~~ – not present.

- No report.

### **Director, Speaker Contracts** –Joey Figueroa

- No report.

### **Director, Ways and Means** –Holly Winston, ~~Kelly DuBois~~

- \$252.00 was earned from the January Raffle and Silent Auction.
- A question was posed, as to the value of offering a free workshop in the raffle and whether it should be continued.
  - Holly said it was very popular as well as pre-cuts, and gift certificates to fabric stores.

## STANDING COMMITTEE CHAIRPERSONS' REPORTS

### **Communications** – Jane Osborne.

- Meeting notes have been sent to the news outlets
- Olivias Adobe representative will bring back the quilts from CQA and will also return the Communications Board at the general meeting tomorrow.

### **Historian** – *Vacant*

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

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

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

- The paid button is now working for purchases made on-line.

- The non-members pay button is not working as yet.

**Small Groups** – *Vacant*

**Library** – ~~Lynn Jurss, Susan Luberto:~~

- Not present.
- Patti W. announced the entire Library team is retiring. Lynn Jurss has personal obligations and confirmed she will not be continuing on in the position.
- Suggestion to lighten the physical load required of the team is to rotate the crates and reduce the offerings at each meeting.
- Check out crates before and at the end of the meetings.

**Facilities** – Jonal Beck:

- Jonal announced there would be no change charge for the cancelled workshop. The fee was transferred to the future workshops.

**Travel** – Thelma Atkinson:

- Thelma needs \$100.00 in cash to pay the cleaning fee for the Orcutt retreat.
  - 12 people are signed up for the Orcutt retreat. Eight spots remain open.
  - Uela has special circumstances and has requested her fee for the retreat fee to be refunded.
- Thelma requested the CQA checkbook be brought to the general meeting and that the treasurer pay Uela Hodson directly.
- Thelma is stepping down from Travel and hopes someone will step up to replace her.
  - The June retreat at the Poinsettia Pavilion has been reserved. The contract needs to be signed. The \$250.00 deposit is due and a payment of \$1000.00 is currently due. The balance is due in June. A credit from last year's Pavilion retreat was issued to CQA due to a scheduling error on the part of the Pavilion. The total cost of the retreat is \$2200.00 minus a \$200.00 credit therefore we owe \$2000.00 in total. Thelma will bring the contract to the general meeting tomorrow.
  - Rose Gamboa offered to manage the Pavilion Retreat in the event we do not get a Travel Chairperson.

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

- Cookies are needed
- 3 people signed up to bring cookies
- Volunteers are needed to bring more cookies. 9 dozen total are needed.
- Thelma said that the shared items between Travel and Hospitality need to be worked out for the June retreat.

**Block of the Month** – ~~Lisa Gorski~~: No report.

**Newsletter** – Tedi Patterson:

- Tedi announced feedback from the last newsletter.
- Tedi is looking for suggestions for notions for the April newsletter.
- The recipes response has been very positive.
- Guild information is included from sister guilds.
- March 23<sup>rd</sup> is the April Newsletter deadline.
- The current February issue has been posted on the website.

**Quilt Show** – *vacant*

**UFO Challenge** – *vacant*

**Zoom Guru** – ~~Debbie Carr~~. No report.

**Social Media Maven/s** – ~~Pam Dransfeldt~~ [Facebook] and ~~Paula Hoffman~~ [Instagram]:

Not Present.

***Additional Comments –***

- Rose Gamboa stated that Patrice Lambourne has gone to great personal expense to manage the Mountain Fire Quilt Donation effort. Rose G. suggested that she be compensated for the gas expenses by CQA. The By-Laws acknowledge expenses for transportation. Rose G. called for a motion to be made to reimburse Patrice Lambourne.
- Patti W. asked that Patrice L. submit mileage expense sheet to the board as Mountain Fire Mileage expenses.

***Motion:*** Rose Gamboa moved to reimburse Patrice Lambourne for her gas/transportation expenses on behalf of the Mountain Fire Quilt Donation effort.

Motion was seconded. Motion carried and approved as presented.

- Patti W. reminded all committee chairpersons to review their budgets for upcoming budget reviews.

ADJOURNMENT –11:25 AM.

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