

To Be APPROVED on Feb. 10, 2024

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

Monday, Jan.13, 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*— 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, Becky Lowe~~
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: Barbara MacDonald: 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: Adriana Vander Graaf: 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:

- Patti announced that the Quickbooks problems due to the power outage last month have been resolved. Thanks to Patti and her husband Rob who she calls a Quickbooks “Maverik”.

Nominating Committee: Patti Westberg:

- The following positions are open for the 2025-26 term:
 - President
 - Historian
 - Quilt Show
 - Speaker Contracts
 - Small Groups
 - UFO’s
 - Travel (Note: Poinsettia Pavilion contract has been made for June 2025)
 - Membership Hospitality
 - Library
- Positions which have been filled:
 - Tedi Patterson will take on BOM.
 - Barbara MacDonald will take on Newsletter.
 - Barbara Witman will take on Secretary.
- The highest priority is to fill the remaining board position of President.
- Barbara MacDonald put forth Roxanne Massar’s name for president. Roxanne was recommended by a member of the guild to Barbara MacD..
- Rose Gamboa noted that a member from the General membership needs to be recruited for the Nominating Committee. A request to the general membership will be made at Tuesday’s General Meeting.
- Patti W. noted that the invitation to the Nominating Committee for the last meeting was RSVP’d and attended by only Rose Gamboa and herself. She requested that for the next meeting that committee members make every effort to attend. The meetings are short and last anywhere between 20 and 25 minutes only.
- The next meeting is scheduled for January 27th at 10:00

NEW BUSINESS

- Patrice Lambourne is managing the collection effort of donated quilts for Mountain Fire victims and gave a report on the progress so far.
 - Saturday the 18th there will be a pop up distribution of quilts from the old Emporium Store in front of Ralphs Market off Las Posas Road in Camarillo between 11:00AM to 4:00PM.
 - The people running the store will vet the families that are coming to the distribution. At the Thomas Fire event there were people who claimed to be victims that were not.

- Patrice asked for help to move the quilts from CQA storage facility to the distribution location. She would like them to be at the distribution site by 10:00AM.
- Joey Figueroa volunteered to help on Friday the 17th. She has a Ford Flex. More help would be appreciated on Friday. She set 3:30 PM as the time to meet to help with quilts on Friday.
- On Saturday the 18th at 9:30 AM, Patrice has three volunteers; Jan Hester, Lou Dunn, Barbara Witman, scheduled to arrive at the CQA storage facility to help further transport to the distribution site. Jonal Beck volunteered at today's meeting.
- Patrice has the key and code to enter the storage grounds and unit.
- Patrice will announce this at the General Meeting on Tuesday and have a signup sheet.
- Help at the event was also requested to assist with the families and re-fold as quilts are reviewed by families.
- Rose added a note that SCCQG at a booth at Road 2 California will be accepting new notions. There was mention of a receipt for the donation being available there.
- A discussion ensued. There will be a need for volunteers who are going to Road 2 California to bring quilts that are going to be donated to the Mountain Fire Project back to Ventura. Rose Gamboa will connect with Patrice L.

OFFICERS' REPORTS

President – Patti Westberg

No additional comments.

Vice President – Rose Gamboa:

- Rose G. reports that she attended the January SCCQGA meeting. Diane Bonner led the meeting. Diane is a retired CPA and offered to make herself available to guilds who need help with Raffle Ticket and 1099 tax form submissions. April 15th is the zoom meeting which showcases teachers. Anyone interested is advised they need to register in advance. If the Speaker Contracts position is filled prior to April 15th that person is welcome to attend the meeting.
- SCCQG will have a booth at the upcoming Road 2 California Show. A blast of this information was sent out to guild members.
- The Nominating Committee meeting was attended by Rose G. and Patti W.. The next meeting will be on the 27th of January at 10:00.

Treasurer : The report was given by Joey Strait (temporary data entry for treasurer position).

Summary of Accounts Held:

- Checking ————— \$12,188.45
- Savings/MM—————\$18,815.00
- CD—————\$34,448.46
- TOTAL —————\$65,451.91

Secretary – Barbara MacDonald

- No report.

BOARD OF DIRECTORS' REPORT

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

- Last meeting/December:
Attendees: 111—in-person; 99—Members;12—guest;0—renewals;0—new members;
?—Zoom attendees.

Director, Workshops – Vanessa Buescher –.

- There are two remaining spots for Wednesday's workshop.
- February's workshop is open and continues to enroll participants.
- March's workshop by Kelly Stevens' Super Buzzy, espadrilles, will be opening tomorrow to membership. Vanessa expressed concern due to the total cost of the workshop. There is a kit fee of \$46.95 in addition to the workshop fee. People who sign up must go to SuperBuzzy to purchase their kit and buy the correct size prior to the workshop.
- Vanessa noted that her email address was incorrect in the Speaker Contract. (Member roster is correct). She asked for the website email to be corrected. Both Joey Strait and Joey Figueroa will address those corrections.
- Vanessa will continue next year as workshop chair and asks for a second person to join her as she plans travel in the up coming year.
- Vanessa also asked questions about Square payments being made directly. Joey S. and Vanessa will collaborate on that question.
- Patti Westberg emphasized that these credentials need to be protected and not shared with any more people than necessary. There is a security concern with how many people have the credentials for Square and other money related accounts.

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

- Speaker accommodations are complete. There is a hotel reservation. Per Patti W.

Director, Speaker Contracts –Joey Figueroa

- Joey F. continues to receive back contracts through 2026.
- Joey will not be continuing on in this position after May.
- Joey F. is reaching out to Rob Appell as a speaker.

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

- Holly is ready for Tuesday.
- The December Boutique sales grossed \$710.00 total.

STANDING COMMITTEE CHAIRPERSONS' REPORTS

Communications – Jane Osborne.

- Jane is updating the communications presentation boards to give them a more modern look.
- All publications have been contacted.
- Post-it Notes will be provided for membership to write any question they may have.
- Jane will announce the availability of the Post-it Notes and explain their use.
- Barbara MacDonald has made up a packet of Job Procedure descriptions to be given to Jane O. at the Tuesday meeting.

Historian – *Vacant*

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

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

- Uela will not attend the workshop this week.

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

- No updates today.

Small Groups– *Vacant*

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

- Lynn has notified the board she and her team will not be continuing on in the next term.
- Currently there are 4 people on the Library committee.

Facilities – Jonal Beck:

- Jonal asked if the board would like to continue to have poppers at the holiday meeting. Everyone agreed that they were a success and the guild should continue with them next December.
- Jonal emphasized that meeting needs be given to her 2 weeks prior to the meeting, otherwise, the guild must pay a \$25.00 change fee.

Travel – ~~Thelma Atkinson~~:

- The Orcutt retreat has 8 openings.
- Uela Hodson has requested a refund for the retreat. Barbara MacDonald has been asked to write a refund check to her. In the event the retreat fills she can make arrangements with one of the members those who fill the 8 remaining positions.

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

- December was a good event.
- Becky Lowe and Kathy Adams will not be returning to Member Hospitality.
- Becky said that cookie donations were down and if no one steps up she will buy a box of cookies.

Block of the Month – ~~Lisa Gorski~~: Update by Patti W.

- Dawn Ferrier of Creation Station will speak to our guild regarding the “Hats Off” contest being offered by Creation Station.

Newsletter – Tedi Patterson:

- Tedi stated the deadline is January 22nd for the upcoming newsletter.
- Tedi has not yet received a recipe nor a favorite notion for the newsletter.
- Newsletter will be transitioning to Barbara MacDonald.

Quilt Show – ~~Cheryl Collart~~: Not Present.

UFO Challenge – *vacant*

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

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

Not Present.

- Patti W. was not sure if anything had been posted by the Media Mavens.
- Rose G. shared that Dalya had posted that she has several panels and is proposing a challenge using them and prizes for the winner/s. Dalya suggested that the prize be a free annual membership.
- Rose will message Dalya to update Dalya on the Proposed Challenge results.
- The board determined a motion should be brought forth to extend a membership as a prize to the winner of the proposed panel challenge. Patti called for a motion from the floor.

Motion: Made by Rose Gamboa;

I propose a free 1-year membership be given to the person who wins the panel challenge.

Motion: Seconded

Motion: Motion carried and approved as presented.

Additional Comments –

- Patti W. stated that Zoom Etiquette Protocol has been sent to all the membership as a reminder. Users need to be aware of background noise and background views when they are on this forum.
- Regarding donations to the free table:
 - Tedi Patterson suggested that rather than saying, what will not be accepted by the free table, that the wording should be framed in a positive voice of what is accepted at the free table.
 - After a short discussion it was confirmed that 100% cotton was what should be accepted by the free table.
 - Patrice Lambourne also suggested that it be mentioned when donating small pieces such as 1” squares that they be contained in a plastic bag.
 - Discussion of the size of the donated pieces was covered but there was no final comment to that effect.

- Patti W. stated again that the emphasis was to be sure the Nominating Committee has the positions of the board filled. Some discussion was had regarding how critical this is to the guild and the requirement to have these positions filled. The other positions will also hopefully find volunteers to step forward. She realizes there will be a lot of vacancies. The primary focus must be the critical board positions.

ADJOURNMENT – 10:56AM.

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