



# Board Minute September 5, 2018

**Call Meeting to Order** - President Linda Pritchard: 6:02

- **Announcements/Information:**

- Please remember to sign the attendance sheet. They are required for the records. Please silence your cell phones.

- **Approval of prior minutes:** Approved.
- **Approval of the Treasurer's report:** Approved.

**Our Guild Family** – Rosanne Hatfield

- **Shadows:** Jenny Monbrod passed away in April.
- **Sunshine:**
  - Kathie Kerler had her quilt "Dreaming of Summer" juried into Vision Art Museum.Org an online Quilt Show.
  - Several members won ribbons at the Clark County Fair: In the Fair theme category 150 Years, 1st - Pam Klaus "Fair Sampler", 2nd - Kiki Dittner, 3rd - Su Holmes "Bold Star", and 4th - Kathi Miller. Jodi Harding Pruett won 5 red ribbons for her quilts at the fair. Jane Prestige won ribbons on two of her quilts.
  - Judy Johnson won 2 blue ribbons and a third blue ribbon for Best in Class at the Skagit County Fair.
- **Other**
  - Former member Ann Kiely has moved into an assisted living facility, she can no longer quilt. Her friend Pat Wallum will be helping her with a fabric yard sale Sept. 14, 15, & 16 from 9 am to 4 pm at 903 NW 41st St. to help her sell her stash. There is lots of fabric.

**Education Moment:** Donations - Dennis Morgan and Lori McMillan: Every item or amount donated to CCQ must be documented. Easiest to use the form. Fill in the top and sign. Give the yellow copy to the donor. Complete the rest of the form and give the white copy to Lori. I am ordering new three part forms which will leave a pink copy for committee use. You may scan and email the white copy to Lori if you prefer. The donation email is: [ccw.donations@gmail.com](mailto:ccw.donations@gmail.com).

Speaking of emails, please use ccq.president to email Linda Pritchard. Update your Contacts with the changes this year or else they will go to last year e.g., Su instead of Linda P. and Linda P. instead of Roseanne.

## Unfinished Business

- **Open Positions** - Linda Pritchard: Equipment Chair! An assistant is standing by!
- **2019 Featured Artist Show** - Rosanne Hatfield: It is time to start thinking about the Featured Artist for October 2019. Please send your nominations to [ccq.pres.elect@gmail.com](mailto:ccq.pres.elect@gmail.com) no later than the October general meeting. Please check with your nominee to be certain this is a task they are willing to undertake. Also, a little bio about the nominee. I will not be at the September or October general meetings as I will be traveling across the country. Therefore, I can only accept the nomination by email. The name of the Fall 2019 Featured artist will be announced at the November general meeting.
- **Constitution and Bylaws Review and Policies and Procedures Review:** - Linda Pritchard: In progress. Plan to restart the committee in October.

## New Business

- **Scholarship Policy Revision** - Stephanie Harland: We neglected to consider the members who might lapse over the summer for whatever reason. Stephanie Harland moved and was seconded that we change the policy to add "Current members and members with less than 90 days lapse of membership are eligible to apply." Motion carried. We will notify in the General Meeting reminders coming out in Constant Contact. It will be sent to all last year members as well as this year's membership list.
- **File Formats for Sharing** - Linda Pritchard and Dennis Morgan: Survey results were shared. Thanks to all that participated. Purpose of the survey was to get a better understanding of file formats needed by functions such as Newsletter and Secretary. For them, email is the easiest for cutting and pasting. PDF is the unanimous choice for non-editing sharing .
- **Member Purchase of Opportunity Quilt Tickets** - Linda Pritchard: In Policies and Procedures under Membership Responsibilities it states "selling tickets and purchasing a minimum of ten tickets". With ticket price increased to \$5.00

that can be burdensome. Diana Stack Roberts moved and was seconded that it be reworded as “buying and selling tickets.” Motion carried.

- **Auction Funds Distribution Process** - Linda Pritchard: Do we want them to be donations or grants? How formal a process do we want? Donation give to group for their use as needed. Grants have more strings and requirements and require follow up on how it is used. Options were discussed including: Consider donations up to a certain amount and a committee handle larger amounts. Can just use the board to approve a donation. A committee could do the work and make the award. Recommended final approval be by the Board. If we call it a grant there is a lot more work. Forming a committee for donations seems to be consensus. Lyn Nelson moved and was seconded that a committee be formed to determine the distribution of the donations from the auction restricted donation fund. Motion carried.
- **Credit Card Computer and Printer** - Stephanie Harland: We are now able to print receipts.

**Committee Reports** - Reminder that a detailed report is needed by the President, either in person at the board meeting, or sent via email or snail mail. Please copy the Secretary when sending by email.

- **Auction** – Kate Griffith & Sharon Bishop: Auction Lite – a smaller version of our evolving auction – will focus on socializing and fundraising with less work. Live and silent auctions will be slightly smaller, with quality items offered for auction. The date is Thursday, February 7, 2019, the auctioneer has booked us, and many committee chairs have signed up. CCQ’s website calendar reflects the date. The Publicity chairperson is preparing flyers for printing. Just for Fun Quilting and House of Sewing Machines and Vacuums are sponsoring us this year. Alcohol - no alcohol on the church premises. We may attach to baskets a photo of wine bottle to be included. We may offer wine events that take place away from church premises. Some donations have already been received. The first auction committee meeting has been scheduled for October 17. How to limit quality of items received? Will review for quality. Committee will handle the communications on accepting donations. Comfort Quilts will handle the Janet Fogg quilt since she asked that the funds go to that purpose so it will not be in the Auction.
- **Comfort Quilts** – Darlene Angelatos: Ready to get going. All sorted and set up.
- **Equipment** – ?: Linda Pritchard will approve equipment purchases pending a chair volunteers.
- **Fair Premiums** – Sharry Olmstead:
- **Fat Quarters** – Daune Spritzer: The information is In the newsletter.
- **Featured Artist Show** – Nancy Tubbs: Meeting with Joanne to determine details. We will have sign ups for the volunteers needed. Oct 19-21 is the date.
- **Historian** – Lorraine Spreadborough: Nothing to report.
- **Hospitality** – Susan Zook: Email report - I am on vacation and will not be at the meeting on Wednesday. I do need to know which committees will actually need a table for the first meeting so we can ensure a spot. Please email with your needs or be sure they are in the minutes.
- **Library** – Ada Levins: Still liquidating.
- **Membership Service**
  - **Member Registration** – Karan Brooks email report: CCQ participated in the Summer Sewcial put on by Fabric Depot on August 17th. We were assigned a table. Sharleen Rainville joined me. Over the course of a couple hours we talked with many individuals, both current members and prospective members, about the benefits of CCQ and also about available speakers and workshops over the course of the coming year. Good experience. If the event is held again I recommend that CCQ participates.
  - **Information Management** – Ada Levins: 262 members currently. Some turned in tonight.
- **Mystery Quilt** – Bonnie Craig - phone report: It will start in October.
- **Newsletter** – Pat Stephens: The deadline will continue to be the day after the general meeting. If you or a friend have a quilt related business, please consider placing an ad in the newsletter by contacting Bev Woodard. Rates are very reasonable! I just paid the annual subscription fee for the Guild’s Constant Contact account. Turn in anything you want in the General Meeting reminder notice by Saturday.
- **Opportunity Quilt**
  - **Construction** – Janice Harding Harris email report: In Montana with nothing new to report.
  - **Ticket Sales** – Alvera Gaskins: Several events coming up. Meeting with the charity. Will be showing the quilt at the quilt stores that are selling tickets.
- **Outreach** – Rosemary Griggs: They provided a mini quilt show at the Quarry.
- **Pins & Promotions** – Kathy Powell: Nothing new. Possibility to purchase coffee cups with lids to sell.
- **Programs & Workshops** – Sharleen Rainville: All scheduled. Signups are a bit slow. Only five currently signed up for September. Will adjust next year. Hotels were visited and will set up a direct pay option. Found one who will give us a discount.

- **Publicity** – Linda Heglin: I have distributed many CCQ brochures, and postcards for FAS and Stash sale. I will be mailing out more in the next day or two. I am looking at business cards with general CCQ information for members to share with people they'd like to recruit. Meeting information has been shared with news outlets. Still working on the slide show for the General Meeting.
- **Quilt Show** – Arden Shelton and Nancy Pietzold: Not much to report. Nancy and I met with our newest Assistant Co-Chair, Terri Sasse who is very enthusiastic about the show. She will be fun. I have to report that NW Quilters of Portland is having their show ONE WEEK before ours next March. Will be reviewing future date options. Discussion of value of guild coordination. Quilt show needs a table.
  - **Block Contest** – Lorraine Williams: She needs a table. New York Beauty is the theme this year with a choice of block sizes. There will be patterns available for those not familiar with New York Beauty blocks.
  - **Vendors** – Lin Hill and Terri Sasse: Nothing to report yet.
- **Retreat/Fall** – Pat Rushford: Retreat is full with a waiting list. We will be collecting the balance owed by retreaters at the General Meeting. We will need a table and at least two chairs.
- **Retreat/Spring** – Su Holmes email report: Sign up will start no earlier than 6pm at the November guild meeting. Cost and application will be in the October bulletin. Deposit is \$50. Date should be included in the bulletin as well.
- **Saturday Workshops** – Jean Seale: January 26th is the date. No lunch. Signups start in November. Teachers so far: Phyllis Thornton, Sharon Bishop with Rosemary Griggs, Wilma Scott, Sandra Crow, Carol Hattan, Daune Spritzer, Sandie Miller, Diane Rutherford with Sharry Olmstead, Linda Heglin, and Su Holmes.
- **Secret Pal** – Pat Mathison: Nothing yet.
- **Stash Bazaar** – Diana Stack Roberts: Nine tables are still available. Rent stays at \$350 because the kitchen comes with the building by default. We will be recruiting volunteers for set up. October 6th is the date. Need a table.
- **Three for One** – Karen Streeter: September's 3-for-1 is from Quilt Nest & Yarn Boutique in Castle Rock, WA. October's will be from our own Sheri Holloway at Sheri's Corner of Crafts & Gifts right here in Vancouver. Gift certificates will be able to be used on classes, kits, and Accuquilt dies. Need a table.

Linda Pritchard: Please note the change in location for the next Board Meeting.

**Meeting Adjourned:** 7:29 pm.

**Next Board meeting:** Wednesday, October 3rd, 6 p.m. at the Vancouver Fire Station #9, 17408 SE 15th Street, Vancouver, WA.

**Next Month's General Meeting:** Thursday, October 11th at Adventist Community Church, 9711 NE St Johns Road.

Dennis Morgan

Secretary