



Snake River Valley Quilt Guild

Board Meeting Minutes

January 2, 2018

Submitted by Lisa Stir

Approved at the January 23, 2018 Board Meeting

Connie Rafferty brought the meeting to order at 6:40 PM.

Attendees:

X	Connie Rafferty	President
	Danielle Stimpson	Vice President
X	Mimi Jones	Assistant Vice President
X	Lisa Stir	Secretary
X	Laura Wallis	Treasurer
X	David Nipper	Assistant Treasurer
X	Julie Finnigan	Activities/Intraguild
X	Jill Jensen	Activities/Intraguild
	Wendy Schoonmaker	Membership
	Marilyn Dedman	Membership
X	Jeanette Hanson	Historian
X	Lynne Saul	Workshops
X	Bridget Molten	Newsletter
X	Emily Fogg	Sew-Ins
	Marsha Nipper	Library
X	Lori Wickham	Equipment
X	Kim Jockusch	Youth Auxiliary
X	Kat Blakely	Community Support
X	Pam Noonan	Secret Sister
X	Susan Collins	Sunshine/Courtesy
	Linda Hughes	Quilt Heritage Museum Rep.

President 's Report: Connie discussed the holidays.

Secretary's Report: October 30, 2017 Board Meeting minutes were discussed. Kim Jockusch motioned to approve and Jeanette Hanson seconded the motion. The board voted to approve the minutes.

Vice President's Report: Danielle and Mimi will make sure they coordinate education events for the year. By February, the program for the year will be finalized. Danielle will be doing the Early Bird in January. Laura will be doing the main education segment in January.

Treasurer's Report: There were no December transactions.

- Laura and David have been doing record reviews and are working on a short list of financial policies to insure transparency and checks and balances in our financial dealings.
 - Developing a business model for the Guild and the Quilt Show would aid this process. Currently both use separate financial books and policies. Formalizing the process so that both used the same account coding and budget systems they would be easier to maintain and provide consistency during member changes and save man hours.
 - Currently there is not policy in place for a Quilt Show budget. Does the Board want to set a budget? What do you do if it goes over budget? Things change with each show.
 - Since we are now a 501-3(c), things should be more formal and have documents to support this. We must use 95% or more of our budget for purposes of our organization. We budget for things like the raffle quilt but not for the show.
 - What is the intent of our Quilt Show? Is it a fundraiser or a community event? The income structure has changed a lot over the years. We need to decide. Membership needs to be informed about the man hours vs return on investment and see what they want the intent or mission to be. What can be improved to increase net profits? Does the membership care if we make a profit? At the next general meeting, Julie will announce a special meeting for people interested in being on the next Quilt Show Committee to brainstorm ideas, develop a business plan, and fill slots. People who come will not have to commit to be on the Quilt Show Board. We need participation to develop things. Julie will work on 2 or 3 dates and let people choose. Kim suggested some jobs like treasurer for the next show could be decided at the end of the last show. The board will need to approve these policies once they are established.
 - Bank statements will be made available at board meetings for review and an overview will go on the website.
 - Cash advances should require board approval.
 - There should be forms for recurring expenses that generate no receipt. These forms could be used all year with dates and the amounts.
 - There will no longer be exceptions to the policy that Silent Auction items do not leave the venue if the winning bid has not been paid.
 - The Tea Room will no longer allow anyone to run a tab.

COMMITTEE REPORTS:

- **Membership** – No information
- **Sew-Ins** – Emily said Diane Cresap changed the Blooming 9 Patch to January 27. She lost both in-laws within a week. Jan. 27 will be at Daydreams to look at fabric and then to the church to cut so people need to bring cutting board and cutters. February 3 will be at the church sewing.
- **Equipment** – Lori had nothing new. Connie said she added to Stash for Cash.
- **Workshops** – Lynne said she could not get in touch with Deborah Poole. Penny Haren who has designed some templates for Creative Grids will be in the area June 14-19. We may be able to get her without paying total travel. This will be

put the membership in January. Lynne got an email that Pam Holland, an international instructor from Australia, is booking in 2020. She is a textile artist and has good recommendations. Rena Hastings from Stitch and Snip Quilt shop in Garden Valley, Id. may be available for folded log cabin. These are all options to be discussed with membership.

- **Newsletter** – Bridget will get the newsletter out January 5.
- **Community Support (Charity)** – Kat will bring Cracker Jack kits to the next meeting. Connie has bins and can make some kits. Kat will provide prizes and paper bags. There will be sets of squares to make quilt tops. The membership should vote on where **the raffle quilt** money goes. The Quilt Heritage Museum is a possibility.
- **Retreat** – Kat called during the meeting and set up the retreat for October 10-14, 2018.
- **Youth Auxiliary** – Kim asked Brady's about a good deal on a machine. They sometimes have good deals on trade-ins. One of the Brady's works at Good Sam. The children handed out the trifold gifts to Good Samaritan residents in December. They did well, and the residents were pleased. The children also made pincushions out of baking tins and some folded fabric boxes for themselves or as gifts.
- **Historian** – Jeanette tried to get the Facebook page updated but Laura must link the Facebook page and didn't get the information necessary to do it. It needs to be cleaned up and she can't take down the old site. If she can't get administrative access, she must start a new site. It's being worked on.
- **Courtesy** - Susan obtained some cards from Emily and her husband to use. Send card to Dianne Cresap.
- **Activities/Intraguild** – Julie and Jill will introduce the new Block of the Month in January. It's on the updated website. **Stash for Cash** will be collecting for 2 months. Early donations are preferable and Bingo cards will be handed out. Julie needs more Donation Receipts for the auction items. The auction form shows what we need to pay in taxes. We pay taxes on the difference between the amount stated for worth and the amount it sells for.
- **Library** – Nothing to report on the library.
- **Secret Sister** – Marsha will do the reveal for the 2017 Secret Sisters. Pam will assign new Secret Sisters for 2018. She has 14 signed up.
- **Quilt Heritage Museum** – Linda Hughes and Marsha are at the Museum meeting. Workshops are being finalized and spaces are still available to all Sandra Lechner classes. Museum quilt display will be at the Carr Gallery June 7 to the end of August. Quilts from every era since the 1800's will be on display.
- **Utah Quilt Guild** – Connie asked board members if any were active members of the guild. **Josephine Keasler found a replacement representative from Eastern Idaho for the UQG. She is from the Pocatello Jones Sew n Vac.**
- **Cookbook Project** - Connie said they can still take more recipes. She will send out information and get it into the format. It will possibly be ready by Mother's Day.

- **AIDS Quilt Photo Essay** – Marsha has requested that we post the photo essay on our website. A link can be posted to the website. A spot can be added to the website to put information about interesting quilts and quilt programs.
- **Update on Insurance for 501-3(c)**- Laura is still looking. Director's and Operators vs Liability. The liability for the kids is always an exclusion on all policies and are very expensive.
- **Relay for Life Quilt** – 40 blocks have been done by survivors with a hand print on each one. We will make a quilt from them for the Relay in July. It will probably be a Quilt as you Go with a thin sash. A Saturday Sew-in might be a good way to do this.

The next board meeting is to be held Tuesday January 23, 2018 at Curtiss Wright from 6:30-8:30 with refreshments by Kat.

The meeting was adjourned at 8:30 PM.