

SURFSIDE QUILTERS GUILD BOARD MEETING MINUTES

October 17, 2023

Seaside Villas Clubhouse - Dana Point, CA

Attendees: Mary Arter, Jeanette Brooks, Debbie Myers, Nancy Pestal, Linda Chiu, Susan Ritschel, Hiroko Moriwaki, Vickie Janis, Nancy Northrup, Mary Mulcahey, Del Thomas, Katy Lillie, Kelly Counsellor, Maggie Bell, Vivien Hawker, Charlotte Runyan, Julie Kemmerer, Sharon Whelan.

Called to Order at 9:59 a.m. by Mary Mulcahey, President.

A quorum of officers and standing committee members was verified.

Secretary: Vivien Hawker Approval of September, 2023 Board Meeting Minutes.

Motion to accept: Jeanette Brooks. Second: Katy Lillie. No discussion. Motion passed.

REPORTS OF OFFICERS:

PRESIDENT: Mary Mulcahey reported that:

- a: We have been invited to schedule a group tour to the historic Bailey House in Whittier, to view a beautiful applique quilt made by Quaker Rebecca Bailey.
- b: Mary showed a quilt she made from a Philanthropy pop up shop which she will be donating to November Fest.
- c: She has gotten in contact with as many of the local quilt guild presidents as she can with details of the November Fest.

1ST VP PROGRAMS: Jeanette Brooks reported that:

- a: Linda Ballard speaker fees cost \$325 in October.

2ND VP MEMBERSHIP: Carol Gobrogge (absent) and Kelly Counsellor: Kelly reported that:

- a: There were 81 members, 8 guests and 1 new member at the October meeting, for total attendance of 90. Current total membership is 173. Angela Irish and Toni McCormack won the door prizes.

ACTION: Membership to check in members at November Fest, and keep a tally of how many guests arrive. Sharon Whelan requests Membership ask guests where they heard about the November Fest, in order to gauge the effectiveness of our various November Fest marketing.

3rd VP FACILITIES: Charlotte Runyan reported that:

a: St. Andrew's By-the-Sea will not be renewing their contract with us. We will move our General Guild meetings to Gloria Dei in January 2024. We will need to follow-up: chairs, projectors, tables, sound equipment and microphone. New monthly fee will be \$300. Charlotte to organize a new insurance certificate.

b: Jeanette to look into moving speaker accommodation to a venue closer to Dana Point.

SECRETARY: Vivien Hawker: no report.

TREASURER: Nancy Ota (absent):

Approval of September Income & Expense report:

Motion to accept: Vickie Janis, Second: Debbie Myers. No discussion. Motion passed.

PARLIAMENTARIAN/PAST PRESIDENT: Debbie Myers reported that:

a: Mary Mulcahey has picked out her fabric and theme for her President's quilt. Debbie to have patterns for the Board in November and will present to Membership in December.

b: Christmas Stocking Give Back program: We have over 230 stockings and over \$900 in cash. No more cash donations are needed at this point. A box will be available at the November Fest meeting for already purchased donations. Debbie to make announcement at November meeting that members can stop shopping!

c: Amendment to Bylaws: Surfside Quilters Guild members will be asked to approve changes to the Guild's Bylaws at the January General Meeting. The Vice President of Facilities will take on additional responsibilities.

Currently the Bylaw reads:

"The 3rd Vice President (Facilities) shall serve as the Guild's liaison officer and meeting site manager. The 3rd Vice President shall also be responsible for maintaining equipment and continuously updating records of all equipment and articles other than any library materials. The records identify the location, use, warranties and operating instructions. Guild equipment is to be used for Guild functions only."

This is to be changed to:

"The 3rd Vice President (Facilities) shall service as the Guild's liaison officer and meeting site manager. They shall be responsible for negotiating and maintaining contracts as well as insurance for guild meeting sites (general meeting, workshops, philanthropy and special events). The 3rd Vice President shall also be responsible for maintaining equipment and continuously updating records of all equipment and articles. The records identify the location, use, warranties and operating instructions. Guild equipment is to be used for Guild functions only."

d: Recruiting of new Board members to start in December.

HOSPITALITY: Jaine Culbertson (absent): no report.

MONTHLY MINI: Katy Lillie reported that:

a: The October Monthly Mini brought in \$81 Maggie Bell won Owls and a candle, Hiroko Moriwaki won Judy Kamman's pillow, Susan Ritschel won a pillowcase and mug rug.

b. There will be no November Mini.

c: Katy to put an article in the newsletter requesting more Mini donations.

NEWSLETTER: Deanne Meidell (absent): no report.

NOVEMBER FEST: Susan Ritschel reported that:

a: The November Fest Committee will meet after the board meeting.

b: We have 31 opportunity baskets including a Barbie basket.

c: Vickie to pick out 25 quilts for the auction.

d: Boutique to open at 9:00 am. General meeting scheduled for 10:00 a.m. – 10:15 a.m. Set-up people can arrive as early as 7:30 a.m. Members at 8:30 a.m.

e: We will have no more than 15 items for the Silent Auction. Mary Arter helping. A banner is being printed for the Silent Auction.

f: Hospitality: Jaine has handed over the Fall themed plates, napkins, and sign-up sheets to Vivien.

g: Website being updated with current November Fest information.

h: Facilities: Set up for November Fest will be Monday, 13 November between 12:30 and 5:00 p.m. Charlotte and Susan to go over to Gloria Dei to test sound system after the meeting. Charlotte is asking for quilt stands: Jan Hirth, Nancy Ota, and Del Thomas have stands.

PHILANTHROPY: Linda Chiu and Nancy Pestal reported that:

a: Fabric sales in October brought in \$178.

b: No Philanthropy in November. Philanthropy will be on December 13 instead of December 20.

f: We have about 219 quilts in inventory.

PUBLICITY/SPONSORS: Sharon Whelan reported:

a: Sharon requested that we support our 10 sponsors.

b: November Fest publicity continuing. Flyers are available. Susan suggested we post flyers on Starbucks notice boards.

SCCQG: Del Thomas reported that she has an in-depth report on SCCQG.

ACTION: Mary Mulcahey to put Del on the agenda for January's General meeting.

SHOW & TELL: Angela Miller (absent) and Hiroko Moriwaki:

a: No Show and Tell for November and December meetings.

VOLUNTEER COORDINATOR: Pam Hadfield (absent): no report.

SUNSHINE & SHADOWS/WELCOMING: Denise Riley (absent): no report.

WORKSHOPS: Mary Arter reported that:

a: Workshop raffle in October brought in \$46 and was won by Mary Mulcahey.

b: October workshop: Linda Ballard workshop cost \$465 and brought in \$375.

c: No workshop in November or December.

d: January 11 Workshop: Heidi Stagno Machine Quilting. 11 registered, maximum of 25.

e: February 9 Workshop: Sarah Goer Improv Blocks. 9 registered.

f: March 11 Workshop: Cindy Lohbeck Ice Dyed Mandalas. \$75 per kit.

g: No workshop April or May. Mary suggested having a pop-up Sewcial.

REPORTS OF SPECIAL COMMITTEES:

RETREAT: Michelle Howe (absent): no report.

BUS TRIP: Deanna Garcia (absent) and Elizabeth Geer (absent): no report.

LET'S GET TO KNOW: no report.

MAGAZINE RECYCLING: Laura Miller (absent): no report.

PHOTOGRAPHY: Del Thomas: No report.

PHD COORDINATOR: Sheri Hill (absent): No report.

OLD BUSINESS: None.

NEW BUSINESS: None.

Action items: Vivien Hawker reviewed action items, attendance of 18 confirmed.

The next Board Meeting will be November 21 at 10:00 a.m. at Seaside Villas Clubhouse. Jeanette Brooks to run the meeting.

The meeting was adjourned at 11:15 a.m. by Mary Mulcahey, President.

Respectfully submitted,

Vivien Hawker, Secretary