

LIGHTHOUSE QUILT GUILD BOARD MEETING

September 20, 2022 – 6:30pm

Church of the Dunes, meeting room #4

Present: Chris Bussell, Elizabeth Clark, Barb Dryer, Linda Engel, Jackie Fisher, Kim T. Frisch, Alicia Gilewski, Dianne Gustafson, Susan Harper, Marie Huyge, Beth Hwacinski, Laura Marcus-Nolan, Wendy Rice, Joan Thomas, Susan Yancer-Hatcher

WELCOME

Chair opened the meeting at 6:32 with a call to order. The chair began the introductions since this is the first meeting of this board. The only missing members represented Hospitality, Membership, and Take-A-Chance.

AGENDA

SECRETARY REPORT The Secretary reviewed the procedure she uses to send out typed minutes after each meeting, using DRAFT or FINAL in the email subject heading.

Jackie moved and Chris seconded to accept minutes from July 19 board meeting.

Elizabeth moved and Marie seconded to accept minutes from August 8 general meeting.

Dianne moved and Alicia seconded to accept the amended minutes from the August 16 board meeting.

The amended minutes from August meeting will be resent to all members.

The guild received a thank you note from Karen Reenders of the People Center in Spring Lake for our donation of \$2,000 from the quilt raffle moneys during our July Quilt Show.

TREASURER REPORT: This is a preliminary year-end report which Barb will finalize for our next meeting and file for audit. Our financial review for 9/1/20 to 8/30/21 year was done by accountant, Mary Lutz Brimmer. Her report states, "It is my opinion that all funds have been handled and recorded with good accounting practices. The reports are correct, and all funds are accounted for. There is no evidence of misrepresentation of how the funds have been used." Cost was \$200

- \$2,000 expenditure represents the money donated to the People Center in Spring Lake from the raffle proceeds
- \$318.56 represents Quilt Show expenses for the month, along with the cash box money taken out in July but replaced in August.
- \$500 special projects represents activities the guild conducted during Covid-19 to keep us involved. This included our Pottawatomie Mondays shelter rental costs, a sailboat quilt square project, the Global Connections webinar, and fabric costs for the *From Me to Me* holiday quilts we made. That line item is removed from this year's budget.
- Technology expenses represent website and email Mailerlite costs. Barb will contact Chris Hornby to see if Chris bought a mic over the summer because it is not reflected in the report.
- Elizabeth suggested the Program Tuition funds be on the agenda for our next meeting for decision to keep or not.
- For this program year, Chris reminded us the equipment reserve balance must be increased to \$3,000.
- Each committee chair will receive a copy of the list of assets to review for her committee responsibility so Barb can keep the list up to date, as required by our Policies and Procedures. Elizabeth asked us to add a descriptive to each item, such as a serial number or picture.
- Looking at the year end balances of the past five years, we have reduced our balance on paper by \$2,000 each year. However, those years did not have income from some of our profitable activities

such as the quilt show, and we did not collect dues from members during one year of Covid. So, had we collected those moneys, we would show a balance closer to what we had in 2018.

- Suggestion was made to have a discussion at a future board meeting to reevaluate costs for workshops since they have not been well attended despite the best efforts of the program committee to entice members to come.

COMMITTEE REPORTS

COMMUNITY OUTREACH: A sew-in is scheduled for the daytime prior to our November general meeting from 10-5, with soup supper. Participants will make baby quilts and will be asked to sign up at the October meeting which helps with planning. A fat quarter sale is planned at 5:30. Program committee asks Community Outreach in this instance, for a diagram of how the room would be set up so Programs is prepared for what they will need to change in preparation for the general meeting later that night.

PROGRAMS: Co chairs are asking all who use our meeting space earlier in the day of our general meeting to submit a diagram of room setup needed during the day which helps coordinate their job in preparing the room for the general meeting.

- In a related issue, they have submitted diagrams of table/chair set up to the church office and have found unsatisfactory follow through by the church employee.
- In other news, they plan sew-ins on general meeting days when no workshops are scheduled. So far this year, we will have sew-ins for daytime on Mondays of the January, February, and March meetings. Members bring their own projects and enjoy the camaraderie and fellowship of other members. Programs raised the question of asking for a minimal fee or not. Some discussion. No decision.
- The October workshop with Ms. Ruble will cost \$20. PALS and Big Red will be invited.
- For April workshop, programs asked what amount to charge non members. Policies and Procedures states a "surcharge" is to be collected. Barb recommended a "committee be created to discuss a workshop surcharge for non members". Guild chair, Susan YH tasked the executive committee with this question. It will include discussion of the position of PALS and Big Red quilt guilds.
- Leslie would like to have a UFO silent auction sometime
- Beth reported she was contacted by a member who is willing to give away her fabric to the guild. Elizabeth made the suggestion to have it on a freebie table in November during their fat quarter sale. She thought better of it and recommends LQG give the fabric to Leslie so sell.

PHOTOGRAPHER (FORMERLY HISTORIAN): Amy offered to temporarily continue taking pictures which are posted on our website and blog and in our newsletter until another volunteer steps up. Susan YH will speak with Amy regarding her plans.

NEWSLETTER Wendy wants more advertisers for our newsletter but we need to decide cost. Barb will email Wendy the cost of ads we have had. Wendy introduced the idea of quilt bingo with prizes. She is on a roll!

PUBLICITY The newspaper will not include us on the community calendar because we are not a public meeting. To get publicity into the paper we could submit pictures of our activities with description of why the public would like to join. Suggestion from someone is to print pictures of our sew in Oct. 22.

QUILT SHOW Our show in 2023 will again be held at St. Patrick's Catholic Church, not the Grand Haven Christian School as previously announced.

The co-chairs sent an evaluation survey to this year's volunteers. All will gather at 6pm October 10 to discuss comments and how to improve for 2023.

They are recruiting more volunteers to help at next July's quilt show. Work starts in earnest at 6pm, prior to the January 2023 general meeting.

The October 22, 2022 sew-in will be specifically for the purpose of making blocks to be used in the raffle quilt at next year's quilt show. Time is 9 – 3:30. The proceeds will go toward the Grand Haven Momentum Center.

MEMBERSHIP Barb reported for Kathy. We have 87 renewals.

ZOOM Beth explained the hiccups with Zoom at our August meeting. She also explained we use two microphones: one for the zoom people and one for the large room attendees.

She made the decision not to have a Zoom meeting in December because there is no program. We are having a potluck and socializing for the holidays. Issue raised: what about Show and Tell? Beth says we have Show and Tell every meeting.

LIBRARY (Note: welcome to our newest board member, Laura). She has received some book purchase requests. Tonight we added the QuiltFolk Michigan reprinted edition. She is on it.

NEW BUSINESS

The general membership has the opportunity to vote on Susan Harper as Co-Chair to join Susan Yancer-Hatcher. The secretary will take minutes since this meeting involves voting for an executive board member.

The next board meeting is scheduled for November 15, 2022 which is the day after our November general meeting.

Motion to adjourn made by Barb and seconded by Chris. The meeting adjourned at 7:55pm.

Minutes submitted by _____ Date _____
Linda M Engel, Secretary

Minutes approved by _____ Date _____
Susan Yancer-Hatcher or Susan Harper, Co Chairs