

CCQG Board Meeting Minutes
January 3, 2024 1:30 p.m.
PHPL – Conference Room

Call to Order – Jennifer Hill called the meeting to order at 1:30 p.m. In attendance were Jennifer Hill, Karen Walsemann, Sharon Ries, Bonnie Walshe, JoAnn Stone, Lajuana Kubeny, Janet Craig, and Elaine Stoecker.

Welcome and Announcements (Jennifer Hill)

2024 Board Introductions – State your name, position within the guild, and a priority or focus area in your life outside of volunteering for the guild.

- Jennifer Hill, President – Cares for her 87 year old mom who has dementia.
- JoAnn Sone, Program Coordinator – Active member of St. Peter’s church for 16 years and teaches catechism classes.
- Lajuana Kubeny, Membership – Involved within her local church.
- Janet Craig, President Pro Tempore – Cares for her husband who has Parkinsons.
- Elaine Stoecker, onboarding role to the President Pro Temp.
- Bonnie Walshe, Treasurer – Enjoys golf and has a new grandbaby.
- Sharon Ries, Secretary – Caring for her mom, her household, and her family.
- Karen Walsemann, External Affairs – Increase social media presence, update CCQG website, and to get back to her sewing machine.

From the President: *“We are all volunteers and I appreciate your time commitment to the Guild. Our goal is to build consensus on Board decisions and publicly support the Guild even if we don’t agree. If you have complaints or concerns, or gifts and talents that we can use, please bring those things to me. Let’s have fun as we continue to educate our members, build our quilt community and be financially responsible.”*

New! Introducing the Action Log. This form will help keep track of any action items (what is needed, who is going to do it, and by when) for follow-up with Board members.

Minutes from the December Board meeting – Jennifer Hill made a motion to accept the minutes. Bonnie Walshe and JoAnn Stone seconded the motion. The minutes were approved as presented.

Treasurer’s Report (Bonnie Walshe)

Presented receipts for monies to the Guild from the following sources:

- CCQG ended 2023 with \$11,795 and the bank statement is balanced.
- Interest earned on 5K in Savings account is \$23, and on 2K CD is \$50.
- The unanimous Board decision was made to renew the CD for a six month term at 4.5% APY.
- Received Paypal monies for membership renewal for Cynthia Snyder, and new member dues for Deborah Lockwood.

- The Treasurer will Export the report and Save As a PDF file to disable modifications. Bonnie will send the file to Jennifer Hill to print/email. The President will send the first page to all Guild members, and she will send the entire file to the Board.

Motion to approve the December Treasurer's Report by Karen Walsemann, and Sharon Ries seconded. The treasurer's report was approved.

Product Sales (Janet Craig)

The following questions were asked and addressed:

- 1) What database are we using to keep track of goods to buy or sell? Excel spreadsheet: see Elaine S.
- 2) How do I obtain a list of membership? See Lajuana Kubeny.
- 3) Where may I find a list of places CCQG sells products? Karen W. and Elaine S. to provide marketing data and list of events from 2022-2023, to include volunteers, locations, and venue contacts.
- 4) Do we have a raffle quilt? Yes. This will be discussed further in today's meeting.
- 5) Do we have Letters of Surrender? Yes, a CCQG form is attached to each item donated that serves the same purpose.

Discussion points that followed:

- Lajuana suggested identifying the product types needed to sell and the product types needed for charity to help clarify where our member focus should or could be when making items for CCQG. Discussion followed on how we currently maintain Sale and Charity inventory.
- Coming soon! Product sales and inventory spreadsheet with pictures and brief descriptions. If we are selling at a booth or venue, we will close the online marketplace until the inventory is updated.
- We will revisit charity distribution, so some do not receive more than others. Non-saleable items eventually do go to charity.

Membership (Lajuana Kubany)

January Birthday List: Lera, Jennifer G [REDACTED], Vernel J [REDACTED], Elaine Stoecker, Lisa A [REDACTED].

Focus on Guild Membership Renewal in January 11 member meeting.

- **Question: How do we manage dues for partial year membership?**
Board response (NOV 2023): *New members only* joining in August or after = \$15. All others \$25. No membership price increase for 2024.

Programs (JoAnn Stone)

A program proposals handout was provided with the following:

January 11: *Bucket List Challenge* results – 22 members completed the challenge. A drawing for 1-2 winners will receive a quilt themed calendar prize.

- Shared 50/50 Bucket List for 2024: \$10 for the American Patchwork and Quilting Challenge
- Longhorn Café is a proposed location for future workshops. The hours are 9:30 a.m. – 3 p.m. Lunch is available at 11 a.m. \$100 per day. *The Board is in unanimous agreement.*

- *Program Highlights* - Guild members teach: Ann A [REDACTED], Jennifer Hill, Karen W.

February 8: *Color Theory* with Connie Sliger – TX local (Local defined as within five hours of Boerne).

February 9: *Quilt Painting* with Michele Markey - \$60 for a participant kit; 10-12 people minimum.

Sign-up sheets will be available at the monthly Guild meeting.

March 14-15: *Pet Portraits Workshop and Trunk Show.* Prep work guide, printouts, and a work sample will be available at the monthly Guild meeting highlighting "this is what you can create."

- March 15: Jane Haworth \$45 members/\$65 non-members (\$5 added for facilities fee).

April 11: *Power Tools with Thread*, Becky Thompson. Automating quilting appliques with the Brother Scan N' Cut machine; functions can be mirrored on any embroidery machine.

May 9: *Program TBD*. Options: Local Vickie Owen to do *Pixelated Quilts* (\$350), or Karen W. may do *Traditional Paper Piecing* following the Guild Business meeting.

June 13: *Charity Show & Tell Part I; Ugly Quilt Judging*: 16 members are signed up.

July 11: *International Quilts* with Glenda Wilder, Houston. Contract has been signed. Workshop TBD.

August 8-9: *Star Quilts Workshop and Trunk Show* with Winnie Fleming. This may move to 2025.

September 12: *Paper Piecing That Isn't Paper Piecing*, Cynthia England. Contract signed, paid \$100.

- September 13: *Paper Piecing Workshop* canceled due to high cost.

October 10: *Quilty Game Night*

November 14: *Charity Show & Tell Part II / Extended Show & Tell*.

December 12: *Holiday Party*

Discussion points that followed:

- Consider charging a membership fee or \$20 plus the workshop fee for non-members.
- Moneymakers: Online marketplace, internal fundraising ideas.
- Raffle quilt is bound and ready. The Board decided to draw the winning ticket for 2024 Raffle Quilt the first week of December. We have a goal of \$2000.
- Contact Chamber of Commerce to discuss potential Charity Quilt for Diva Night:
 - How do we leverage the Chamber to present a raffle quilt for a Silent Auction at a member dinner event? Requirements may include a minimum bid of \$150, quilt must have general appeal (i.e.: farm animals, Longhorns, etc.).

Other Business (All)

Approval of 2024 Budget

- Reviewed 2024 Budget, Jennifer Hill to update and send out for Board approval.

Board Meeting Day/Time

- Is this the right day/time? A suggestion was made to end by 2:30 p.m. but that may be dependent on new Bee hours.

Miscellaneous:

- How do we capture service hours?
- BOM Quilt: A suggestion was made to donate this large lap quilt to PHPL for \$175 minimum.

The Board meeting adjourned at 3:16 p.m.