

**Quilters Guild of Plano Special Board Meeting
August 20, 2023– 2:00 p.m. – Donna Petrick’s home**

The meeting was called to order at 2:00 p.m. by Donna Petrick, President. In attendance were the following: Donna Petrick, Jeanne Vogel, Ginny Cherry, Bonnie Cook, Michelle Cotton, Barbara Goetz, Carolyn Cosgriff, Beth Swiatek, Donna Morris, Valerie Schlake, Chris Fredericks, Laurie Lumston, Raj Aggarwal, and Sue Rentz.

Donna called this special meeting to go over the budget and particularly to inform new board members about income and expenses in their particular areas. She explained that the reserve is required to cover necessary expenses in case of an emergency or if the guild ever has to close.

We had previously decided to stop using Zoom except for meetings where the speaker is not traveling to Plano for the meeting. Jeanne has been looking for someone who could run Zoom at \$50 per meeting (10 meetings) and who would be trained by the church to use their equipment. It is possible that we will need some additional equipment such as cameras or microphones.

We proceeded to go over the budget for each area. Notes related to the discussions are included in these categories.

Administration. A question was asked about why we need to keep a safe deposit box. It is necessary to keep the original Articles of Incorporation. Donna Morris will check with our CPA and others to determine whether or not this is required.

Community Service. We probably need to budget more for batting and focus fabrics. We buy those at wholesale through Pam Wingate or Dolores Williams (Checkers account). We receive donations of batting from Richard Larson and Pam Wingate that must be taped. The committee had put together a detailed budget that includes Quilts of Valor, Batting, Batting tape, Rotary cutters (small and large), Patterns, and Fabric.

Education. We discussed the need for education as outreach to children, adults, and organizations. We could also offer technique demonstrations prior to our meetings. It was suggested that we allot \$100 to this area.

Guild Activities. It was suggested that we allot \$100 to this area. Also, Chris said that she would look into a method for sending group texts to our members.

Media. Our income will be going down this year because our biggest advertiser has been Sew Let’s Quilt It, which is closing in September.

Membership. Mary Alice thinks that we might need two new member retreats this year to accommodate a larger group of new members. That would be \$500. The supplies amount can be decreased to \$150, and the credit card processing should be increased to \$300.

Programs. We might do a Zoom meeting with a speaker in July when the church has Vacation Bible School; the Best Little Retreat Center was pretty crowded for the July meeting this year. Here again, the credit card fees should be increased. Michelle will enter the data based on information supplied by the Program committee about next year's programs.

Quilt Show. The dates for next year have been changed back to the second weekend of August. While the Plano Event Center went up 30% this year, they are holding to those prices for 2024. A deposit of \$10,700 is required this week.

Two needs were discussed, both of which need a little research. The first is the need for a shuttle for off-site parking during the busy hours on Friday. The second is to purchase a large outdoor sign to be placed near the entry drive. Carolyn has looked into possibilities for that and thinks it might be good to purchase it this year under the current budget.

We talked about the judging seminar that actually made \$500, which wasn't expected. This was only one of two such seminars in the country this year. There are only 50 certified quilt show judges in the United States, with 4 in Texas and 2 in Oklahoma. We must have one judge for the show who is qualified to teach such a class. We agreed that we should plan for another seminar next year, and it would be good to have one that will be an official part of the judge training. Such a seminar brings publicity, prestige, and education to our guild.

The next regular board meeting is on Monday, August 28, at 7:00 on Zoom, and an email will be sent with the link. If officers have changes or other suggestions for the budget, they should email finance@qgplano.org.

The meeting adjourned at 4:45 p.m.

Respectfully submitted,
Sue Rentz, Secretary