

November 27, 2023 Quilt Guild of Plano Board Meeting

Attendees (those present denoted with an X)							
	Raj Aggarwal	x	Chris Fredericks	x	Donna Morris	x	Linda Sullivan
	Liz Beaty	x	Barbara Goetz	x	Kris O'Connor	x	Jeanne Vogel
x	Debbie Blair	x	Lorrie Gray		Val Schlake		
x	Ginny Cherry	x	Laurie Lumston	x	Beth Swiatek		

Meeting Minutes *(please forgive any misspellings)*

- Called to order at _7:23pm_____
- Approval of Board Meeting Minutes - Minutes approved as written.
- Approval of Financial Report - Report approved as written.
- Other items:
 - Jeanne made magnetic name tags for the Board to wear at guild meetings. If these work well we may extend to the entire guild.
 - 74 people have signed up for the retreat.
 - Decision to remove the "Guild Positions and Duties" document from the website as it is outdated and the information is covered in the "Policies and Procedures" document.
 - Send any website enhancement requests to Jeanne and she will collate them into a single list for Kris as they are difficult to track when there are multiple requesters.
 - Instead of having all Board members line up at the meeting, be aware of speaking order and get ready while the person before you is speaking. Also, To streamline show and tell, we can ask how many people have items to share and then start lining up while Chris is speaking or doing a quiz.
 - For December, we'll probably change the order and have the program while people are eating.
 - Discussion about promoting the Quilt Judges seminar by contacting Diane Poor.

Show Chair (Laurie Lumston)

- Will introduce the Show committee at December meeting
- 5000 bookmarks, 6000 raffle tickets to be ready for December meeting and the quilt will be on display
- Vendors can now pay online
- Website to be updated soon

Finance (Donna Morris)

- Not much activity in November, most funds received are for the retreat
- Discussed quilt mileage expenses which are for transporting the raffle quilt to other guild's meetings
- Looked at switching to Quickbooks but it is expensive especially for the amount of activity we have
- Discussed trying to get a credit card for some expenses but our gross sales are not high enough to get approved
- The guild supplied laptop isn't working well so Donna is using her own.

Programs (Linda Sullivan, Beth Swiatek)

- A lot of website updates will be coming for the 2024 programs
- Need to promote the workshops. Not many people signed up last month

Education (Liz Beaty, Lorrie Gray)

- A Google form will be in the newsletter where people can submit ideas for demonstrations to do.
- Jeanne suggested doing a Disappearing 9 patch demo and Beth suggested contacting member Spring Weeks for this

Membership (Barbara Goetz)

- Barbara discussed how having fewer hands updating membership information will make it faster to get members added and more accurate. It was suggested to have the paper form modified with a home address rather than the guild PO box to allow the forms to go directly to Raj.
- We need to keep a Census log with the number of members attending in person and number on Zoom. Zoom total can be retrieved from Kris.

Community Service (Debbie Blair)

- We have 42 or more quilts to deliver.
- A motion was made and approved to add Plano Community Homes and Emily's Place to the list of places we donate.
- One person has volunteered to deliver quilts. We would like to have one more person.
- A motion was made and approved to change the name of the "Birthday Quilt" to "Sharing and Caring" which will launch in January.
- Pam Walsh is recruiting volunteers to make block kits that will get sewn at retreat.

Guild Activities (Chris Fredricks)

- December's Holiday Party has 40 people signed up to bring food items. We need water, dessert plates, tongs and tablecloths.
- It was suggested that Board members bring holiday quilts to display during the meeting.
- Chris needs some tickets to use during the activities. Membership will provide some.
- Discussed where and how to set up the room for the food. We'll have to see how the church has the room laid out when we arrive but hope to use one of the side rooms for the food.
- Chris ordered the fabric kit for the Riley Blake 2024 challenge and will display the fabric at the meeting.

Media (Kris O'Connor)

- Kris discussed how we need to use both the big microphone and the smaller lapel microphone when speaking at the meeting. The smaller one is connected to the Zoom meeting.
- Kris will bring a camera to meetings to make it easier to keep focus on a speaker who is moving.
- The front page of the website was redesigned.
- Chris asked how to send mail using the qqplano email addresses. Beth has a set of directions and Kris has a set of passwords. Kris will update the passwords, get directions from Beth and then get instructions to everyone.
- Kris to discuss with Deb Waters whether we need the ability to logout of the website.
- Sending of text message reminders needs to be reviewed to start in January if possible.

Meeting Adjourned

- 9:21pm