



Empire Quilters Board Meeting Minutes October 10, 2009

Attendees: Gail Lefton, Aleeda Crawley, Sylvia Hughes, Jennifer Bigelow, Larry Gifford, Mary Butler, Kitty Squire, Alice Brody, Veronique Milliez, Anna Krassy, Paula Kenney, Lauren Dieterich, Anna Foss, Sandi Howell.

President Paula Kenney called the meeting to order at 11:03 AM.

Minutes: *Alice Brody made a motion to accept the Minutes of the Meeting of September 12, 2009 as written. The motion was seconded by Larry Gifford and passed by the Board.*

Treasurer's Report: *Jennifer Bigelow made a motion to accept the Treasurer's Report dated September 14, 2009. The motion was seconded by Larry Gifford and passed by the Board.*

Bus Trips: Former Treasurer Kitty Squire stated that there was a meeting of current and former Finance Committee members and Aleeda Crawley, Chair of the Bus Trip Committee to discuss the discrepancy between the income and expenditures for the 2008-2009 Guild calendar. Kitty reported that some of the money has been located.

1. Members paid for bus trips as of June, 2008 (Income) but expenditures were not made until July, 2008 and beyond (the next fiscal year).
2. In order to cancel a bus we have to let the company know 30 to 45 days prior to the trip. If members say they are going on the trip and do not pay up front, and do not show up the day of the trip, or cancel their trip on short notice, it is too late to cancel the bus without a penalty.

These two items account for some of the shortfall, but not all of it. Kitty and Aleeda will be meeting again to look at the accounting for our bus trips.

Suggestions were made regarding how to avoid future problems with bus trips.

1. Members have to commit that they will be going at least 30 days before the trip.
2. Payment should be made by check or money order if at all possible, since they are traceable.
3. When a member pays we should issue a receipt to the payee and keep a carbon for the Guild.
4. Treasurer Anna Krassy should be given a list of those who pay in cash along with the receipt number.
5. It would be easier to read the written Treasurer's Report if the format was changed so that Income and Expenditures for an item appear on the same line.
6. Sylvia Hughes pointed out that when we report to the membership, the most important thing should be the date by which they have to pay.

Aleeda reported on the trips she has planned for the coming months. The first is a retreat to be held January 29th through 31st, 2010. She is currently looking at two different locations for the trip, and will report the cost once she decides where the group will be going. All money for the retreat will be collected by the December meeting. Jennifer Bigelow asked if it would be feasible to get trip insurance for these dates, since the weather might be a problem. Aleeda will investigate.

The second trip will be to Lancaster for the AQS show which will start on March 29th. The trip committee has not yet decided if this will be a day or overnight trip.

Monetary Issues: Anna reported that she and Lauren Dieterich decided to move our account to Capital One since it gives a lot more interest than HSBC. We will move our Money Market Account this week. We will wait until our checks clear and then we will move the Checking Account.

Programs & Workshops: Chair Mary Butler reported that there would be no May workshop because of the Mother's Day holiday. In addition, one of the two January workshops has been changed. It will be given by the same instructor but it will not be necessary to buy a kit. Mary told us that fewer people are signing up for workshops, and it might be a good idea if next season we book the room in which they are held on a month to month basis.

Kitty asked if it was feasible to have three-hour workshops before the meeting on Saturday. In addition, it was suggested that the same rules that were given for bus trips regarding money be applied to workshops as well.

Membership: It was suggested that we need new people to become involved in the workings of the Guild. Larry said we should try to get more people involved early for the Show. It was suggested that the Board members reach out to new members—sort of an “adopt a new member” plan.

Ways and Means: The November flea market will take place, with members renting tables to sell their wares. Anna Foss suggested a “white elephant” table at which members could donate items, the money from which would go to Empire. Anna said she would run the table and get a few members to help her.

The December meeting will involve a big bake sale as well as our usual charity undertaking. In addition there is a possibility of a raffle of one big item.

Aleeda is pursuing grants to furnish money for the Guild.

Miscellaneous: Larry is still looking for a speaker system for the Guild to buy. A microphone and two-speaker system would be over \$700.00 and there is a question regarding how portable it is. Jennifer suggested that perhaps we could just get the speakers and eliminate some of the expense.

Gail Lefton made a motion to adjourn the meeting. The motion was seconded and passed.

The meeting was adjourned at 12:06 PM.

Submitted by: Gail Lefton, Secretary