



Board Meeting Minutes

October 8, 2020

In attendance: Susan Schwandt, Brenda Rigdon, Mary Beth Donovan, Laura Sheets, Kathy Johnson, Deb Truax, Glenna Schweitzer, Marilyn Knepp, Lori Rhode, Sonja Hagen, Marge Venema, Carol Makielski

Guest: Grace Boxer, Patricia Wolf,

Absent: Anne Bednar, Nancy Finlayson, Linda Theil, Marge Gladd

Meeting called to order at 7:00 via Zoom conference call

Secretary's Report: Deb Truax

- September minutes reviewed. Correction for slate of officers: Marilyn Knepp was nominated to continue as Co-Treasurer (not Glenna); Marge Venema nominated as Co-Treasurer. VP - Programs: open pending restructuring (not restricting) of Programs responsibilities
- Motion to approve (with changes): Laura Sheets
Seconded by: Brenda Rigdon

Treasurer's Report: Glenna Schweitzer (also on behalf of Co-Treasurer Marilyn Knepp)

- September financial reports are in the Drop Box
- Presented draft of 2021 Budget scenarios for discussion [1/2 year virtual or all virtual]
- Motion: Standardize membership and class fees regardless of method of payment, which will mean absorbing the Stripe credit card fee in guild operating budget: Glenna Schweitzer.
 - Seconded by Mary Beth Donovan
 - Passed unanimously
- Waiting for Zoom to acknowledge our Michigan Sales Tax exemption
- Current insurance only covers commercial crime. Glenna will continue research and reviewing bids. This will be discussed again at November Board meeting.
- Submitted state government LARA report
- Glenna reported that for calendar year 2020, we are projecting a modest net income over expenses
- Motion to approve Treasurer's report: Brenda Rigdon
- Seconded by: Deb Truax

V.P. Programs Report: Brenda Rigdon

- See report in Dropbox
- Per Glenna: net \$300 on Lindner Sept. workshops: 22 students = \$1650 revenue, \$1350 in speaker expenses
- Zoom usage policy finalized
- David Owen Hastings will have virtual lecture and workshops in May 2021
- Need to fill March, Sept. and November 2021 teaching schedule

- Tuesday, Dec. 8 partnering with New York guild to offer Lyric Kinard lecture free to GAAQG members (\$200 fee absorbed from 2020 budget surplus)

Quilt Show Report: Lori Rhode

- Show extended through October 31
- Vote for Viewer's Choice and encourage friends to vote—voting is open to public
- Threads of Love auction for SafeHouse Center October 10-24.
 - Link: [biddingowl.com/SafeHouse Center](http://biddingowl.com/SafeHouse%20Center)
 - President's announcement
 - President thanked GAAQG member auction item donors

Webmaster Report: Mary Beth Donovan

- See report in Dropbox

Membership Report: Laura Sheets

- See report in Dropbox
- Current active membership: 249, 6 members have not renewed since last meeting

Small Groups Report: Laura Sheets

- Small groups policy sent out for Board approval
 - Approved by majority vote via email

FaceBook: Linda Theil

- See report in Dropbox

Bylaws Review: Kathy Johnson

- Bylaws: Draft of changes/additions to Bylaws sent to board members.
 - Discussion on the following subjects:
 - 365 Membership renewal
 - Co-treasurer position
 - Dismissal of officers
 - Virtual Voting
 - Changing the annual meeting to November
 - Kathy J. will compile edits into new document for review at Nov. board meeting

President's Report: Susan Schwandt

- WCC contracts for 2021-2022 assumptions:
 - Confirmed that WCC will accommodate cancellations due to current conditions
 - Will cancel May in-person room reservations due to virtual teacher and lecturer
 - 2021 plan is to return to in person meetings in July
 - Lab rooms reserved for July fabric dyeing classes
 - Two rooms reserved for all Friday and Sunday classes to accommodate social distancing
 - Will need to consider costs for additional AV/tech support for virtual activities
 - Some classes may need to be virtual; offer a choice of in-person or virtual, when possible

- Consider making January a virtual meeting in the future; board unanimously agreed to future January virtual meetings
- 2022 – WCC will be closed for renovation from Jan-June. This may affect Quilt show currently scheduled for July, WCC has promised Morris Lawrence will be ready in time for Quilt Show
- VP-Programs restructure plan: see Dropbox for proposal
 - Divide programs responsibilities to ease workload on volunteers and accommodate virtual programming
 - Offer one or two additional virtual activities during non-Quilt Day meeting months; make these activities self-sustaining or budget neutral
 - Allocate a portion of budget surplus to subsidize shortfalls or offer additional programming
- Add Registrar who reports to VP Programs – would work with Treasurers on payments/refunds. Would also help with inventory and setup
- Add Virtual Activities Coordinator who reports to VP Programs [+ 3-4 additional people]
- Add In-Person Workshop Coordinator who reports to VP Programs - would assist with class setup/teardown
- Add Small Groups and Zoom Account Coordinator – who reports to VP of Membership

Meeting adjourned at 9:24 pm.

Respectfully submitted,

Deb Truax
Secretary