



## Board Meeting Minutes

June 4, 2020

In attendance: Susan Schwandt, Brenda Rigdon, Mary Beth Donovan, Laura Sheets, Kathy Johnson, Deb Truax, Glenna Schweitzer, Linda Theil, Lori Rhodes, Marge Gladd, Anne Bednar

Absent: Marge Gladd, Ann Bednar

Meeting called to order at 7:33 pm via "Zoom" and conference call

### **Secretary's Report:** Deb Truax

- Correct May minutes to show that the meeting was by conference call. Change date on quilt show.
- Motion to approve May Minutes made by Laura Sheets  
Seconded by Brenda Rigdon

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

- May financial reports are in the Drop Box
- As of the end of May, the guild is in a positive financial position with the expectation that income will exceed expenses at the end of the year.
- Year-end operating income for years 2017, 2018 and 2019 was \$2-3k less than expenses, but QU and QS provided additional income.
- 2020 projection includes cancellation of remaining fall workshops and refunds to participants.
- Main monthly financial transactions were vendor booth refunds and storage space rental
- Directors and Officers Liability Insurance: Glenna will research and provide recommendation prior to July Board meeting
- IRS 990 - form due July 1
- Motion to approve Treasurer's report: Brenda Rigdon  
Seconded by: Deb Truax

### **Virtual Task Force:** Brenda Rigdon

- Purchased "GoToMeeting" Business Plan package to be used for hosting GAAQG meetings (board approved purchase via email vote)
- Identified activities (Quilt Day meetings, demos, small group chats, workshops) that can be held on this platform
- Members to drive content
- Brenda will be the keeper of the password and procedures (and will provide sealed password envelope to Deb for file). Deb to add GoToMeeting to GAAQG Resources list

### **V.P. Programs Report:** Brenda Rigdon

- Motion to cancel September and November classes and reschedule in 2021 made by Brenda Rigdon. Waiting for virtual teaching information from Bill Kerr for fall classes.
- Seconded by Glenna Schweitzer
- Brenda looking for virtual fall workshops teachers and 2021 workshops

**Webmaster Report: Mary Beth Donovan**

- Statistics from site are in Drop Box
- Virtual Quilt Show: information and submission form web pages for members only will go out on June 15, pending outcome of discussion with SafeHouse re: timing and logistics of Art Action
- MB will add link for donation to Safe House (\$6)
- MB looking at plug in options to support virtual quilt show and other content
- Approval to purchase “Master Slider” plug in (approx. cost \$30) given

**Membership Report: Laura Sheets**

- Active members: 239
- 12 Memberships expired in May

**President’s Report: Susan Schwandt**

- July (Virtual) Quilt Day Agenda
  - Promote fall classes – Brenda to cover how they will be managed in virtual environment
  - Promote Virtual Quilt Show (QD Meeting will be after the entry deadline)
  - Brenda Ratliff is July lecturer
  - SafeHouse Fiber Arts Auction fundraiser
  - Review new options for virtual meetings and activities that can be held through GAAQG GoToMeeting Business package (ie. Small Groups)
  - Possibly feature a profile of one of the small groups
  - Recruit candidates for the 2021-22 Board
- Safe House Auction
  - SH will conduct an online, silent auction of juried art submissions in partnership with GAAQG
  - Details are being developed by Patrice Smith and Deb Kerns
  - Submissions will be due in mid-July. Items to be delivered to SF in August
- Board Nominations
  - Terms in current by-laws need to be clarified and updated with regard to terms and term limits
  - Look at long-term strategic set up for roles, assignments to add more “understudies” to each board position. This is critical in order to groom replacements and maintain smooth transition at the end of terms. The VP of Programming responsibilities need to be divided
  - Review the monthly activities calendar to include virtual activities and carve out board responsibilities to ease workload and make board recruitment easier

Meeting adjourned at 9:22 pm.

Respectfully submitted,

Deb Truax  
Secretary