



**Board Meeting Minutes
November 2, 2023**

In Attendance: Marge Venema, Heather Barthell, Noreen Walker, Carol Makielski, Donna Hoskins, Jane Clark, Liz Rodriguiz, Susan Morrison, Martha Williams, Kaye Whittington, Sarah Bush, Camie Roper, Amy Glenn, Lynne Bryant, Sherrie Boughan, and Roberta Myyra.

Absent: Melissa Gregoire, Mary Beth Donovan, Sonja Hagen, Susan Schwandt, Cindy Prusa and Maryann Hummer.

The President called the meeting to order at 7:00 p.m.

Introduction of Co-Treasurer Candidate. Marge introduced the Board to Amy Glenn. She will be running for the Co-Treasurer position.

Secretary Report: Maryann Hummer

The October 2023 minutes presented to the Board prior to the board meeting by Maryann Hummer on Google Drive were approved without corrections and without dissent.

Treasurers' Report: Sarah Bush/Melissa Gregoire.

The October 2023 Narrative and Co-Treasurers' Reports are on Google Drive/CoTreasurer folder. The Co-Treasurer's Reports were accepted by the Board to file for review. The 2024 Budget, having been posted and reviewed by the Board since the last meeting was passed without dissent.

Quilt Show: Liz Rodriguiz

Liz reported that her next major task is getting pipe and drape quotes and making that decision. She also requested the rental of a cargo van to move quilt show equipment from the storage unit to WCC and back.

Programs: Jane Clark

There was some discussion regarding the cancellation/refund policies especially in regard to the addition of a third class. It was decided to allow the Programs Chair to use their discretion in regard to refunds/class switching, etc.

Social Media Report: Sherrie Boughan and Susan Morrison. Susan M. reported.

Susan M. reported that they will continue with usual scheduled feeds — everyone offered kudos for the what they were seeing on their feeds. Sherrie asked about reposting quilt shops Shop Hops. After some discussion about where to draw lines for advertising, it was decided to hold off for now.

Novi Sewing Expo: Kaye Whittington.

Kaye reports that the booth set-up and volunteer schedule has been finalized, brochures for next year's classes have been printed. There may be room across the aisle to hang a few more SafeHouse quilts.

Membership: Martha Williams.

Martha supplied the September Membership Report and the Members Lists prior to the meeting which are on Google Drive. There are currently 261 members.

Co-Webmasters: Heather Barthell - content

The Webmaster Report for October is on Google Drive.

Heather reports that she picked up the brochures for the Expo and they looked great, kudos to Brenda Rigdon for the great formatting job.

On the website, Heather has been working on reorganizing the Dropbox so the View/Edit permissions are more accurate and so that documents are easier to find. Heather has been working on the content for the Preservation pages with Pam Setla, the pages will be posted as content is fleshed out. The online Quilt Sale for SafeHouse will continue into December, with SafeHouse to decide an end date. Heather also introduced a RACI project management chart that might help clarify some of the responsibilities and planning paths for some of the Guild's larger projects.

President's Report: Marge Venema

Executive Board Calendar. Marge asked that the major responsibilities of each of the Executive Board members be updated in the Executive Board section of the Board folder.

2025 WCC Contracts. Starting in (?), all events will require liability insurance. Whereas the quilt show has always had to take out additional insurance, this has not been a requirement for the regular meetings. Marge to investigate further.

Scissor Sharpening Vendor. As follow-up to an email Marge received, there was discussion regarding having a mobile service to sharpen scissors during a Guild meeting. This was tabled for the time being.

Meeting was adjourned at 8:34pm.

Respectfully submitted by Roberta G.W. Myyra