

**Wyoming State Quilt Guild
Conference Call Meeting Minutes
March 3, 2019**

Call to Order - President Jennifer Golden called the meeting to order at 7:00 pm.

Roll Call - Present were Jennifer Golden, Deb Zelenak, Linda Herget, Belle Temple, Karen Sansoucie, Virginia Ohr, Julie Haptonstall, Sherry Buck, Daenette More, Kim Hicks, and Tauna Leathers

Jennifer asked if there were any additions to the agenda. Two items were added: Fund request for Beginning Quilt Camp was added to 2019 QW section and two funds request for Regional Happenings was added to SW Regional Report section.

Minutes - Linda moved to approve the conference call minutes from January 6, 2019 as presented. Sherry seconded. Minutes approved.

Treasure Report - Belle discussed our budget line items. The Awards line should be \$500 (State Fair awards and one Golden Thimble award). The Scholarship Line is \$400 (for awarding two scholarship to attend QW 2020). Quilt Camp of \$1000 should be deleted but where do we put the money we set aside for a quilt camp at QW? The \$200 scholarship for Central QW has not been cashed yet; it has been 4 months. Belle will contact Gail to check this out and close QW 2018 books.

Sherry made a motion to accept the Treasure Report as presented, pending the update on current information on the CD (bank was closed when Belle tried to obtain this information for meeting), adding a line item for 2019 QW Beginning Quilt Class for \$1000 and moving membership cards to Printing and Reproduction line item from Miscellaneous. Julie seconded. Treasure Report accepted, pending updates. (See discussion in QW 2019 section for Beginning Quilt Camp at QW and Scissor Feedback for more information.)

Belle is receiving tickets but no money and no explanation. There are names on the ticket stubs but no money attached. Brenda Salverson is the Quilt Mom; Belle will contact her for more information. She has also received money, and the members said they will bring stubs to QW2019 for the drawing. A suggestion was made to put out a reminder in Patchwords that the money and stubs should be sent to Belle.

Correspondence - No correspondence.

Committee Reports:

2019 QW - The brochure is just about ready to be printed. It will be mailed out the middle of March. Deb will send last year's QW evaluation forms to Daenette.

QW 2019 is having a Beginning Quilt Class that will be taught by Tracy Wilson. Since she is the teacher, she will be reimbursed as a teacher (this is a 2-day class). QW 2019 would like to use the \$1000 beginning quilt class money to purchase fabric for the top and back, batting, and rotary cutter supplies. They are hoping for 10 people. Tracy will have her quilt group as assistants each day. The class is limited to 20.

The attendees will need to bring sewing machines. The attendees need to pay \$40 registration fees and pay \$10 kit fee for the class. They will need pay for their own lodging and food as an attendees. The class fee of \$40 will be waived, but they will have a \$10 kit fee to pay.

The request was presented on a Regional Happening Form because we don't have an official form for Beginning Quilting Classes at QW. After further discussion, it was decided to handle the line item in the same manner as the Opportunity Quilt. Tracey will send her receipts to Belle for reimbursement. Linda moved to accept the fund request for a Beginning Quilting Class at QW 2019; Belle seconded. Motion passed. Deb moved to create a new line item called 2019 QW Beginning Quilt Class for \$1000. Sherry seconded motion. Motion passed.

2020 QW - Nena was unavailable at this time.

2021 QW - Michelle was unavailable but sent word that they are on schedule for QW 2021.

Patchwords, Webmistress - Virginia is working on Patchwords. Reports are due March 10.

President - Jennifer didn't have anything new to report at this time.

Vice President - Deb is working on the election of officers for the General Assembly Meeting in July. She has had members volunteer for all positions. She will advertise in Patchwords to see if anyone else is interested in a position.

Past President - Linda reported that she has received two nominations for Golden Thimble Awards.

Director-at-Large - Kim received requests for two Kids Camps in Buffalo for \$600 total; March Adult Camp for \$300 and June Youth Camp for \$300. Belle moved to accept both Quilt Camps. Linda seconded. Motion passed.

Regional Directors Reports

Central - Julie is working on her report for Patchwords.

Southeast - Daenette presented two requests to pay for facility at her spring and fall retreats. Linda made a motion to accept both SW Regional Happening requests for a total of \$600. Kim seconded. Motion passed. Daenette asked if anyone needed a QW badge. She will order badges for us.

Northeast - Sherry is working on her report for Patchwords.

Old Business

Update on State Fair Changes - The CEO for the WY State Fair is fine with the changes to update the wording in their fair booklet. Kim will have an article in the next Patchwords, regarding the transportation of quilts to and from the WY State Fair.

New Business

By-Laws and Standing Rules Review - Deb is working on the updates for the By-Laws and Standing Rules for consistency. She will work with Virginia to have the updates published in Patchwords. Great job Deb. They were very well done. (See attachment A included at the end of these minutes for the By-Law and Standing Rule updates.)

Scissor Feedback - Linda has received some feedback about the scissors that are purchased for the outgoing QW President. Belle mentioned that they are purchased from funds in the Miscellaneous Line Item .

Sherry moved to adjourn the meeting; Julie seconded. The next meeting will be our Conference Call on Sunday, May 5, 2019 at 7:00 pm.

Meeting adjourned at 8:30.

Karen Sansoucie, Secretary

Attachment A of By-Law and Standing Rule Updates:

Proposed Changes WSQG ByLaws:

ARTICLE V- Offices

5.2 Add **Patchwords Editor** following Membership Director (10th line of that paragraph)

Section 5.3 POWERS AND DUTIES OF OFFICERS G.

ADD The Director-at-Large shall coordinate **Quilt Camp requests** and act as the **WSQG Liaison with the Wyoming State Fair**. (end of paragraph)

ARTICLE VI-Committees

Section 6.4 Add **Archives Director, Quilt Wyoming, Properties** (after Historian)

Section 6.5 Purposes and Duties of Standing Committees

A. Delete **research** Add **reference**

Add C. **ARCHIVES DIRECTOR**: The purpose of the Archives Director shall be to ensure all historical documents from WSQG and quilting events around the state are properly placed in the Wyoming State Archives under the Wyoming State Guild Collection. A monthly report is not required but an annual report is made to the board at Quilt Wyoming.

Change letters of subsequent paragraphs

Add F. **QUILT WYOMING**: The purpose of the Quilt Wyoming Chairperson is to oversee all aspects of hosting Quilt Wyoming. This includes but not limited to: selecting national and regional instructors, selecting a location and facilities, creation of an Opportunity Quilt and Challenge Contest, publicity of the event, and arranging for vendors and a quilt show.

ARTICLE VII-Transactions of WSQG

Add Section 7.2 **EXPENDITURES**: The Board of Directors is authorized to budget and expend WSQG funds to fulfill the purpose of WSQG. A year-to-date financial statement is available for review by members on the WSQG website. If a new budget item (line item in financial statement) exceeds \$3,000.00 dollars, membership approval is required.

Renumber subsequent paragraph II.

Proposed Changes to WSQG Standing Rules

II. BOARD OF DIRECTORS AND APPOINTEES

Add A. President: The President shall serve as the chief executive officer of WSQG. The President shall preside at all meetings, and be subject to the supervision of the Board of Directors, shall perform all duties customary to that office and shall supervise and control all of the affairs of WSQG in accordance with policies and directives approved by the Board of Directors.

Change letters of subsequent paragraphs.

B. Delete Vice President (3 times)

Delete G. Webmaster (moved to Standing Committee)

Add G. Membership Director-The purpose of the Membership Director shall be to encourage all persons interested in quilting to join and become active members of WSQG. The Director shall welcome new members, provide the password, distribute membership cards and pins to new members, and record member information and changes to the membership directory. The Director provides that information to the Newsletter Editor for mailing Patchwords, Quilt Wyoming and other mailings, and to the Webmaster to upload the directory to the website.

Change letters of subsequent paragraph.

III. STANDING COMMITTEES

**Add Webmaster after Quilt Wyoming. Delete Quilt Camp.
Add Archives Director and delete Auditing after Historian**

Add 2. Webmaster - The President appoints the Webmaster with the approval of the Board. The Webmaster shall create, maintain and update the website. Information on the website is subject to approval by the Board (www.wsqg.org).

3. Books for County Libraries - The Chairperson shall select three to four (3-4) quilting books, (usually an adult and children's book) and present the selections to the Board for final selection; purchase and distribute the book(s) to the county libraries. To save on shipping costs books are usually distributed at Quilt Wyoming.

4. Properties - Maintains a current inventory of all items purchased or acquired by WSQG. Coordinates with the regional Directors to keep an accurate inventory of quilt stands.

5. Historian - Creates a yearly scrapbook to document the activities of WSQG and other quilting events within Wyoming. The scrapbook will be on display at the annual meeting during Quilt Wyoming.

6. Archives Director - Ensures all WSQG historical documents are properly placed in the Wyoming State Archives under the Wyoming State Guild Collection.

V. Awards

Add At the discretion of the Board additional scholarships may be awarded at Quilt Wyoming if funds are available. Proposed Changes WSQG ByLaws Proposed Changes WSQG Standing Rules.