

LVQ Board Meeting Minutes

April 07, 2024 1PM

8525 Lynhurst Drive, Las Vegas

- **Call to Order**

- President Janis Schoen called the meeting to order at 1:07pm.

<u>Attending</u>	<u>Absent</u>
i. Janis Schoen	Sharon Melpolder
ii. Phyllis Suiter	
iii. Rose Francis	
iv. Tyler Janes	
v. Grace McGrath	
vi. Pam Keenan	
vii. Pam Sutton	
viii. Debi Cooper	
ix. Mary Kate Erickson	
x. Pat Vatthauer	

- **Public Comments**

- Debi Cooper raised the issue of disposal of the Accuquilt machine, cabinet, dyes and accessories that are currently being stored at her home. Further discussion on this issue commenced later in the meeting.

- **Old Business**

- Minutes from January 2024 Board Meeting, (approved by Board)
 - Pam Sutton made the motion to approve the minutes as written with Tyler James seconding the motion.
- Newsletter- Rose Francis agrees to continue
 - The board is pleased that Rose will continue to contribute her skills and knowledge for the betterment of the guild.
- Metro Police has not reached out to us to send a patrol officer to talk about safety concerning our meeting place. Janis has called numerous times
 - Janis's action was acknowledged. No further action was discussed.
- Liquidation sale, netted \$4875.00
 - Discussion on disposition of proceeds ensued with no decision made. Further discussion is needed.
- Budget Report- Treasurer turn over, review of Financial Books, Bank Signature delayed waiting for State forms to be processed
 - Prior Treasurer Pam Parisian and Current Treasurer Pam Keenan completed the annual review of the financials during the changeover in March.
 - The State of Nevada forms have not been completed as of yet to change over the treasurer duties. Pam Keenan is attending to that. She was also presented with the bank form signature page which is required by the bank. Pam will assure that the form is hand carried to the bank. .
 - **ACTION ITEM** - When the state stamped form is returned to **Pam** from the state, she will contact the Secretary, **Grace** McGrath, to arrange for the two ladies to go to the bank personally to complete the action
- Retreat- Max 66 quilters, no more rooms at Retreat Rate. One member needs a roommate (Donna C)
 - Pam Keenan volunteered to be the roommate to Donna C at the retreat.
 - We have 65 confirmed quilters going to the retreat. Our cap is 66 quilters.
- Wix charges for use of credit cards, others credit card services researched by Phyllis

- Phyllis explained the cost associated with electronic payments using various card services. Wix has increased their fees to 2.6% plus a \$.30 charge per transaction. The fees cannot be charged back to the payer as the system then charges the fees for the additional fee. Phyllis did not find a service provider that does not charge fees through an extensive search of providers. Eventbrite charges the payer a fee of \$7-8 to use Eventbrite. It is unreasonable to expect a member to pay \$20 membership dues and incur an additional \$7-8 charge to use the service. Significant time was spent to thoroughly discuss the pros and cons of the issue. Las Vegas Quilters will remain accepting cash or personal check for payment. No electronic payment services will be available for dues payments.

- **New Business**

- Review Standing Rules concerning non-members taking classes/ retreat and charging the extra \$20 (Section IV Standing Rules)
 - i. The standing rule change will be presented to the membership at the May meeting. The proposed change changes the word “may” to the word “ will” charge an additional \$20 to nonmembers to attend classes/retreats provided by the guild. The student member will be contacted by the Membership Chair to give guidance on filling out the membership form to which the additional funds will be applied towards the person’s membership.
 - ii. **ACTION ITEM:** Phyllis to prepare the language for the standing rule and present to the membership.
- Paying guild members for teaching a class or doing a class for Retreat
 - i. The board agreed to pay guild members a \$25 honorarium and reimburse the cost of supplies or kit fee with receipts turned into the Treasurer beginning April 7, 2024.
- Review of Budget for Programs, Committee Chairs and budget monies, overspending their budgets, (Standing Rules Section III C)
 - i. Charity Chairperson provided an ample explanation on how/why the charity budget was overspent. Phyllis moved to amend the charity budget to cover the expenses. Pam Keenan seconded the motion. The finance committee will meet to look at the 2024 budget and recommends changes.
 - ii. A discussion on the disbursement of \$4800 ensued. More thought and discussion is needed to determine an equitable way to disperse the funds for the benefit of the membership.
- Sew-days sign-in not being done for tracking of fees paid when at church.
 - i. The person teaching or presenting the sew day is responsible for assuring that all students sign in and collect the fee if it hasn’t already been paid. The sign in sheet needs to contain the printed name and phone number of the student, the name and place of the class, and the method of payment and the amount paid. The person in charge is to take a photo of the sign in sheet and send it to the Treasurer in addition to forwarding any monies collected.
- Program Committee Chair resigned via email to President effective 4-5-2024. Discuss program schedule for rest of year 2024.
 - i. Program chairs resignation was accepted by the President via email.
 - ii. The board discussed each meeting activity planned for the remainder of the year and each subsequent sew day. The changes follow:

Changed or cancelled events

May

Meeting: 3rd - Christa Watson of christaquilts.com Domestic Machine Quilting Trunk Show – This event was cancelled via phone by President Schoen. A \$100 deposit was paid at contract acceptance, and a \$100 cancellation fee will be paid.

4th - SATURDAY SEW DAY - SVBC - Christa Watson Workshop Domestic Machine Quilting cancelled due to the low number of signups showing that this presentation was not significant interest to the membership. Workshop - \$80 fee. Unanimous vote by the Board to cancel both events.

June

Meeting: 7th - Brandon Wulff, <https://bwulffandco.com/en-us> Biscotti Trunk Show via Zoom cancelled via phone by President Schoen. A \$35 cancellation fee will be paid.

Motion to Cancel – Pam Sutton
Second – Debi Cooper

August

Three Dudes Quilt with Chris.

ACTION ITEM: Janis will send Chris an email to confirm or cancel event.

Update: Event cancelled by Chris.

New Schedule for Meetings and Sew Days

May Meeting -

- UFO Show and Tell Me More
- Debi will bring the Accuquilt, dyes and a photo of the cabinet for viewing purchases and to allow members to decide if they are interested in this tool.

Saturday Sew Day – Sew your UFO. Church donation \$10.

June Meeting –

- Social Meeting
- Accuquilt Silent Auction

Saturday Sew Day – Scrap Quilt with Ev Dahl. Church donation \$10.

July Meeting

- Ice Cream Social

Saturday Sew Day – Block of the Month with Phyllis Suiter. Church donation \$10.

August Meeting

- Will be decided at July Board meeting

Saturday Sew

Day – Block of the Month with Phyllis Suiter. Church donation \$10.

September

- Schoolhouse Demos Freezer Paper Piecing with Theresa Nelson

Saturday Sew Day – Curves Class with Wendy Strumwasser – pattern purchase required. Church donation \$10.

ACTION ITEM: Janis - Wendy is a member therefore Janis will call Wendy to advise her of the \$25 honorarium and seek agreement as Wendy is a guild member.

October

- Strip Roll Game with Spring Fabrics

Saturday Sew Day – Many Moons Class with Jen Wagner – pattern purchase required. Church donation \$10.

ACTION ITEM: Janis – Janis will check member status and contact Jen to seek agreement to honorarium of \$25 as a member.

November

- Quilters Will and Bequests with Mary Kate and (maybe Matthew)

Saturday Sew Day – none

December – Holiday Party

Note – At meetings and sew days, tables will be set up and signage will be posted to give direction to members that want to sign up for classes, make donations to the guild for the Presidents Basket, 50/50 and to sign into the meeting or bid on an offering. The person in charge of the meeting mans the table, provides the sign ins sheets, collects funds and communicates with the treasurer to transfer the funds and provide the sign in sheet.

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- Opportunity Chair resigned as of 4-5-2024 due to Personal reasons. Possibility of Nancy Barnhard taking over the Chair in May.
 - i. Resignation accepted by the President.
 - ii. **ACTION ITEM: Janis** - Contact Nancy to ascertain if she is willing to take over the chairpersonship for the remainder of the year.

- **Reports**

Vice President – absent

Treasurer –

- PO Box is paid as it is an automatic withdrawal
- Has not processed the received funds from the last meeting so no report

Secretary - none

Retreat –

- Mary Kate reported 15 kits were made today.
- May 10th is the sew day at the Community Room in Boca Park.
- Other information has already been reported above.

Programs – completed above

Opportunity Quilt (Tickets and cash box turned into President) - completed above

Membership- Members not renewing, (including Gina Fiddes who was requesting TPP charity)

- Roster has 40 non renewing member
- 4 new persons joined
- Total membership is 162

ACTION ITEM – Janis -

- Contact non renewing members to ascertain why they are not renewing their membership.

Facebook – recently removed guild business post from Facebook

Sunshine – Tyler is back on the job.

Newsletter – Rosie has agreed to stay on board.

Ways and Means – The Brother machine donations have totaled \$179 today. It's a high speed machine valued at \$700. The drawing will be held in June.

Webmistress – Pam Sutton requested that Phyllis add the PO Box to the top of the webpage in a more prominent fashion.

- **ACTION ITEM – PHYLLIS**

Refreshments/Hospitality – Peggy has offered to join Pat's team for signups, Presidents Basket and 50/50. She has a consistent ride to the meetings and will be there early each time.

Charity –

- Pad Project sew day will be Tuesday 5/7 at Sew Yeah from 10am-4pm
- Quarterly Charity pending is Quilts of Valor and Girl Scouts

Holiday Party – Pam Sutton and Phyllis will contact Ashley at the Los Padres Golf and Clubhouse in August to lock down the party arrangements. A blank check will be needed at that time.

- **Walk on Items- Public Comments-** none
- **Meeting Adjourned** – motion by Mary Kate to adjourn, second by Janis at 3:41 pm.

Minutes respectfully submitted

Grace McGrath, Secretary