

QUILTER'S GUILD OF DALLAS

BOARD MEETING

June 28, 2016

Bonnie Ambrose called the meeting to order at 6:55 p.m. after reviewing those present and a list of those known to be unavailable. Secretary Pat Aldrich was absent. Patty Edwards took the minutes.

President

August Change-Over Meeting (changing to the new board as a result of last month's election) is to be held at Bonnie's home August 26 and 27. Agenda items discussed. It was suggested that an action plan be used as it had been helpful for goals. Partial attendance of the meeting is okay for member. It was requested to inform Bonnie of attendance. Guests are to provide their own beverages. Bonnie will provide the meal.

1st VP Community Service

Mary Howard reported that the Covers-for-Kids workshops are still looking for workshop space.

2nd VP Communications

Lut deMuelder reported that Barbara Clark of Batiks Galore in Joshua, Texas, died Saturday June 25.

3rd VP Programs and Workshops

Marcia Wood reported that speaker slots for 2017 have been filled. The bookmark listing the next year's speakers is now available. Meeting space for several workshops is pending.

Three contracts are pending. Checks have been requested to hold a date for G. Fitzgerald and P. Cory. We will be sharing Cynthia Regone with Texas Association of Quilt Guilds (TAQG) in July 2017.

A request for the Kaplan Auditorium has been made for all Thursday Guild Meeting dates in 2017. Katie at Sherith Israel is awaiting other date requests for small rooms for board meetings and show committee meetings. Contract for dates through the end of 2016 is in place pursuant to Bonnie Ambrose.

Some work is needed in obtaining location space for workshops beginning with the October 2016 workshop for Charlotte Angotti. The Richardson Civic Center (RCC) is not available. The University Public Library (UP Library) is only available 10:00 am to 5:00 pm Saturday. Some other dates are not available at the RCC or UP Library. Available workshop dates at the RCC have a contract pending. A check has been requested for the contract. Only 8 students have signed up for the class. Due to an availability of student spaces at the October workshop, Judy Kriehn suggested advertising available 2016 workshops at the Texas Association of Quilt Guild's Rally Day to be held in July. A kit count is needed for the speaker "yesterday." Fretz Park may be an option.

Mary Fons will be our speaker in June of 2017. Meeting space and time was discussed. Any space for a June date should be booked as soon as possible due to graduation events competing for space as well. This speaker will be on first Saturday in June instead of the regularly held meeting on the first Thursday of the month. Other guilds were not interested in participating. Linda Bartley suggested that because Mary Fons' love for teaching new quilters, this could be a recruiting opportunity for the Guild.

Debbie Maddie from Graham, Texas, will be our speaker in August 2016. Travel and accommodations were discussed. Debbie may be staying with a friend. It was suggested that the guild offer her friend, who is signed up to attend the workshop, attendance to the workshop at no fee in exchange for hosting the speaker. The cost of the kit and whether it was to be given to the friend and per diem costs were also discussed.

A facilitator will be needed for the August meeting and both workshops. Marcia will be out of town. It was suggested that the in-coming VP of Programs and Workshops be contacted to facilitate the August meeting and workshops.

TAQG is tentatively scheduled in Denton in July 2017, rather than Mesquite.

4th VP Membership

Martha Smith reported that she is working on the new directory. Information is to be submitted by the end of July. Many pages have been deleted from the directory and instead placed on the website (bylaws, for example).

In support of the membership VP, Judy Kriehn discussed a revised membership form. Several options were circulated and discussed.

6th VP Show

Judy Kriehn discussed some elements of the 2017 show. She mentioned that 2 of the 3 judges have been approved.

The seating area in the vendor area was appreciated by the vendors at the 2016 show and will be kept for the 2017 show.

It was determined that demonstrations will no longer be a sponsorship item but rather that all vendors may provide demonstrations at the demonstration area. Vendors will need to provide a request/application to be considered by the show committee.

Entries and Judges Committees met the day before the board meeting to determine categories. Garments as a category has been dropped. Art quilts and Open have been combined. It is still a one-person quilt category.

7th VP Education

Linda Bartley reported that everything was OK. Tessellation would be next month's lesson. Two people applied for scholarships, including Judy Kriehn for the Applique Academy.

5th VP Finance

Glynnis Wood discussed a proposal to have the Guild's books audited prior to the transfer to the newly elected board. She hosted a presentation prior to the board meeting by Becky DaVee of Salmon Sims Thomas to provide a discussion of services to review cash receipts, disbursements and investments. The board reviewed the proposal by the presenter and a separate proposal by Pete Allman of Allman & Associates, Inc. The cost of both proposals was discussed. The cost of either option was a concern of several board members especially in light of the recent raising of the membership dues.

It was discussed that financial internal procedures be provided in writing.

Martha Smith suggested that an outside eye going through the books and asking questions could be helpful to the next person taking over the position.

Bonnie distilled two issues: (a) documentation process and (b) review of the books prior to board change.

Putting together the Finance Committee is also appropriate at this time. Chris Becker suggested that Francis Hafer offer to head such a committee to review financial statements.

The expense of a third party review was a concern.

It was agreed to go forward with documenting the internal processes. Bonnie agreed to follow-up with Frances. Cindy Matthews suggested that each VP create written documentation for their position.

Glynnis suggested that some review of transactions is a fiduciary duty and having a third party review could be beneficial. It was determined that \$4,300 for Becky DaVee was too expensive. The initial suggested cost of \$2,500 to determine what would be reviewed. Glynnis suggested going back to Beck DaVee to determine if the services and costs could be paired down. Bonnie agreed.

Marcia Hampton requested that Glynnis obtain a recommendation for preparation of a tax return 990 form without Form T.

Linda Bartley asked if this was a current board or new board decision. Bonnie responded that it was a current board decision.

The TAQG meeting is coming up in July. Bonnie cannot attend. Donna Petrick is attending. The meeting is open for other members to attend.

It was determined that the board will meet again on July 26, 2016.

Meeting adjourned.

Attendance:

Bonnie Ambrose
Glynnis Wood
Mary Howard
Lut deMuelder
Marcia Wood
Marth Smith
Judy Kriehn
Linda Bartley
Chris Becker
Marcia Hampton
Patty Edwards
Cindy Matthews