

Common Thread  
Quilt Guild

Annual Report

May 11, 2010

## President's Report

As I sum up this year, I am constantly reminded of the dedication, creativeness, and enthusiasm that this membership has for quilting. This is shown by the attendance at every meeting and especially through the highlight of our meetings — Bring and Brag.

Our popular biennial quilt show, hosted Mother's Day weekend at the RA Centre, provided an opportunity for the guild members to showcase hundreds of the quilted items they had created — ranging from beautiful, traditional bed quilts to quilted wearables. The show also gathered together an extensive merchant mall and a special exhibit of baby/child quilts. Congratulations to Shirley MacFadden-Geiger and her team, the 2010 Quilt Show Committee, for a job well done.

This year's program was excellent. Kudos to Janet Hope for providing a variety to our programme, from co-sponsored events to showcasing some of our local talent.

Our Community Projects team, under the leadership of Victoria VanderLinden, moved along our goal to make a difference in our community. Thank you to Victoria, her team and all the members who made quilts of all sizes for our charities.

Retreats were ever so popular and I would like to thank Barbara Till for providing us tremendous venues, excellent cuisine and wonderful weekends of camaraderie. Sylvie Proulx did a great job bringing our educational workshops to fruition. Del Jazey and her team kept our book collection in order, while Yvette Lessard kept the challenge going all year long, encouraging us to explore our world of fantasy.

The Shops of the Month with the fabulous Raffle Baskets, the Fat Quarters Club and the four Treat of the Month surprises were ever so successful.

If it were not for the work of our Membership ladies, Pauline McNally and Wendy Warren, we would not have the funds to carry on, nor know who was attending our meetings, nor who the lucky recipients of the membership draws would be. Without the work of Sylvia Gilfix on our Website and Newsletter, we wouldn't be as well connected or informed.

I was thrilled to fill the position of President this season and to have at my side and behind the scenes, our Treasurer, Catherine Parkinson, our Vice-President, Susan Baker, and our Secretary, Susan Kirkham. What has been the most rewarding to me was the feedback I received through-out the year from members that made it an enjoyable and fulfilling term. I look forward to more exciting seasons to come.

Our guild could not continue to function without members willing to come forward to donate their time and energy to do the work of the guild. I'd like to give a big round of applause to all our volunteers: past, present, and future!

Linda Won  
President

# Minutes of the Annual General Meeting (AGM)

Movement d'implication francophone d'Orléans (MIFO) Centre  
Tuesday, May 12, 2009

## Annual Report:

The CTQG Annual Report was provided to members at the beginning of the meeting and formally presented by the in coming president (Linda Won) during the AGM.

Motion made by Jane Maddin to accept the minutes of the 2008 AGM, seconded by Catherine Patterson – majority member acceptance. No objections were voiced.

Financial Statements were presented. Motion to accept Financial Statements moved by Shirley MacFadden, seconded by Chantal Richard – majority member acceptance.

Motion to accept the CTQG Annual Report be accepted by Susan Kirkham, seconded by Pam Joseph. No objections.

## Elections:

The following executive was nominated by acclamation as there were no other candidates, election was not required.

Past President:	Catherine Patterson	Membership:	Pauline McNally & Wendy Warren
President:	Linda Won	Programme:	Janet Hope
Vice-President:	Susan Baker	Workshops	Sylvie Proulx
Treasurer:	Catherine Parkinson	Community Projects:	Victoria VanderLinden
Secretary:	Susan Kirkham	Newsletter & Website:	Sylvia Gilfix
Retreats:	Barbara Till	Quilt Show Coordinator:	Shirley MacFadden-Geiger
Library:	Del Jazey	Challenge:	Yvette Lessard

Meeting was adjourned.

## Financial Report As At January 31, 2010

	Feb 1, 2009 – Jan 31, 2010	Feb 1, 2008 – Jan 31, 2009
<b>REVENUES</b>		
RETREAT	\$ 9,157.95	\$ 5,689.48
WORKSHOPS	\$ 2,350.00	\$ 1,270.00
MEMBERSHIP	\$ 6,152.00	\$ 6,529.00
GUEST FEES	\$ 240.00	\$ 176.00
ADVERTISING REVENUE	\$ 836.00	\$ 1,164.00
CHALLENGE	\$ 468.00	\$ 456.00
FUNDRAISING INCOME	\$ 2,820.15	\$ 1,991.15
LIBRARY FINES	\$ 177.00	\$ 179.00
MISCELLANEOUS INCOME	\$ 393.21	\$ -
POSTAGE FEES	\$ 233.67	\$ 178.00
GUILD PIN SALES	\$ 40.00	\$ 105.00
BADGES	\$ 127.50	\$ 153.00
QUILT SHOW INCOME	\$ -	\$ 18,352.66
<b>Total Revenue</b>	<b>\$ 22,995.48</b>	<b>\$ 36,243.29</b>
<b>EXPENDITURES</b>		
RETREAT EXPENSES	\$ 9,269.18	\$ 5,833.32
WORKSHOP	\$ 2,204.71	\$ 876.60
LIBRARY	\$ 397.24	\$ 879.56
NEWSLETTER	\$ 498.20	\$ 813.79
RENT	\$ 3,450.00	\$ 3,392.50
PROGRAM		
SPEAKERS/EXPENSE	\$ 3,517.71	\$ 2,765.89
COMMUNITY QUILTS	\$ 1,748.92	\$ 1,706.45
CHALLENGE EXPENSE	\$ 664.61	\$ 408.23
MEMBERSHIP	\$ 58.86	\$ 82.82
OFFICE & GENERAL	\$ 1,024.88	\$ 688.89
Director's Insurance	\$	\$
QUILT SHOW EXPENSES	\$	\$ 16,204.07
BADGES	\$ 135.60	\$ 196.78
FEES,DUES	\$ 63.00	\$ 921.52
FUNDRAISING EXPENSE	\$ 799.81	\$ 600.00
INSURANCE	\$	\$ 79.00
BANK FEES	\$ 47.34	\$ 117.66
Membership Gifts	\$ 1,500.00	
<b>Total Expense</b>	<b>\$ 25,380.06</b>	<b>\$ 35,567.08</b>
<b>NET INCOME (LOSS)</b>	<b>\$ (2,384.58)</b>	<b>\$ 676.21</b>

## Balance Sheet As At January 31, 2010

<b>Assets</b>	<b>January 31, 2010</b>	<b>January 31, 2009</b>
<b>Cash &amp; Investments</b>	29,468.11	30,163.98
<b>Accounts Receivable</b>	0	489.00
<b>Cash Advances</b>	20.00	20.00
<b>Prepaid Expenses</b>	2,351.30	1,725.00
<b>Total Current Assets</b>	<u>31,839.41</u>	<u>32,397.98</u>
 <b>Liabilities &amp; Equity</b>		
<b>Deferred Income</b>	4,825.33	2,616.00
<b>Accounts Payable</b>	0	223.32
<b>Retained Earnings</b>	29,398.66	29,300.77
<b>Net Income</b>	(2,384.58)	257.89
<b>Total Equities &amp; Liability</b>	<u>31,839.41</u>	<u>32,397.98</u>

# Auditor's Report

5 May 2010

President,  
Common Thread Quilt Guild  
Orleans, Ontario

Dear Madam President:

RE: Review of Common Thread Quilt Guild Financial Records 2009/10

Pursuant to the provisions of the Constitution of the Guild I have reviewed the appropriate Common Thread Quilt Guild financial records and bank statements for 2009/10. I found them to be in good order. All entries in the General Ledger were verified against the bank statements as well as the documentation provided by the chairs of the various guild committees. No discrepancies were found during the review.

In each of the five years that I have conducted the financial reviews they have progressively improved. All of the recommendations made in previous years have been implemented.

I find the books to be in good order and can offer no new recommendations this year. The financial records of the Guild appear to be full and complete and compliant with the requirement of the Canada Revenue Agency.

Yours Sincerely,



Jack Hearfield

CC: Guild Treasurer

## Committee Year End Reports

### Community Projects

Committee Chair: Victoria VanderLinden. Committee members: Barbara Donaldson and Catherine Senécal.

The members of the guild continue to provide quilts for those in need by donating supplies and finished quilts, sewing tops, quilting, and finishing.

**Ovarian Cancer** — several years ago, guild members made two queen sized quilts to honour Bonnie Park, a member who died from ovarian cancer. These were given to Angels in Action in 2007. Angels in Action /Ovarian Cancer Canada raffled the second quilt in November 2009 to raise \$1700.00. Total from the two quilts: \$5,500.00

**Cuddle Quilts** — Barbara Donaldson has overseen the distribution of supplies and the collection of the quilts to be given to the Ottawa Hospital-General Campus at-risk babies. 404 quilts were given between September 2009 and April 2010. Maria Fleming and Janice Namiesniowski deliver them.

**Victims of Violence** — 39 Comfort Quilts have been given to the director, Sandy Milne, for distribution to her clients. The year end delivery in June will see a further 30+ quilts go there.

**St.Mary's Outreach Centre** — 21 quilts have been given for use in the programs for the young mothers. The year end delivery in June will see a further 30+ quilts go there.

**LifeHouse Program of the Ottawa Mission** — February 5, 2010, 12 single bed quilts were given to make the dorm rooms more home-like for the participants in the LifeHouse program.

**Children's Aid Society** — The Committee/Guild is twinning with the Ottawa Valley Quilt Guild to produce quilts for the Children's Aid Society to give out to their adoptees. OVQG is providing 30 baby quilts and CTQG is providing 20 Comfort Quilts (40" x 60") for the adolescent adoptees. Delivery date is tentatively set for June.

**2009 Cottage Industry Contest** — 17 finished quilts and 8 tops were produced for the contest from donated fabrics, as well as 1000+ stripped blocks. The winners: Lois Waara received \$10.00 for turning in 329 blocks, Joan Ramsay-Burn received \$50.00 for her finished quilt and Liz Johnston won \$10.00 for her quilt top.

**Bag Lady Day** — March and April- 20 members participated in Bag Lady Day whereby they received fabric and instruction at no cost to make the Grommet Bag, thereby using donated fabrics which were not suitable for quilts and signing out a project each for Community Projects.

**2010 Playtime** — the summer contest will produce placemats for Meals on Wheels and use up the fabrics donated in small amounts and the cheater panels in our collection.

## Committee Year End Reports (cont'd)

### Membership

Committee Chairs: Pauline McNally and Wendy Warren

Membership statistics:

- 215 registered members which includes 13 free memberships\*
- 21 members paid to have newsletter mailed
- 21 guild pins were sold.
- 44 guests attended meetings throughout year

Monthly Attendance by registered members: (on average 135 members attend meetings)

- 122 — June
- 133 — September
- 146 — October
- 124 — November
- 141 — December
- 136 — January
- 137 — February
- 130 — March
- 143 — April

*\*free memberships include executives from previous year.*

### Retreats

Committee Chair: Barbara Till

This past year, we held three in-town retreats at the Notre-Dame-des-Champs, 3659 Navan Road and one out-of-town retreat at Nav Canada Training and Conference Centre, Cornwall. The number of participants and dates are as follows:

- 22 — October 16-18, 2009 (In-town)
- 21 — November 27-29, 2009 (Out-of-town)
- 25 — January 29-31, 2010 (In-town)
- 26 — March 19-21, 2010 (In-town)

### Workshops

Committee Chair: Sylvie Proulx

We held 8 workshops this past year, either at the South Fallingbrook Community Centre on Valin or Notre-Dame des Champs, 3659 Navan Road.

<u>Date</u>	<u>Workshop Name</u>	<u>Instructor</u>	<u>Members Attended</u>
• October 24, 2009	Appliqué Techniques	Victoria VanderLinden	6
• November 21, 2009	Chop Suey	Joan Ramsay Burn	8
• December 8, 2009	Fuji Wa Technique	Helen Fujiki	16
• January 23, 2010	Reversible Quilt	Joan Ramsay Burn	7
• February 27, 2010	Colour your Flower Garden	Michèle Gagné	4
• March 27, 2010	Bag Lady Day	Victoria VanderLinden	8
• April 17, 2010	Second Bag Lady Day	Victoria VanderLinden	11
• April 24, 2010	Paper Piecing Ottawa Beauty	Michèle Gagné	8



## Committee Year End Reports (cont'd)

### Newsletter

Committee Chair: Sylvia Gilfix

The 2009-2010 was another good season. Many thanks to all that contributed to the Newsletter, especially Jane Maddin, who continues to submit articles although she has moved away. We sent hard copy newsletters to 21 members. We had six advertisers this season. We should try to find more advertisers for next year.

### Programme

Committee Chair: Janet Hope

This past year we have seen an increase in attendance, hopefully not the result of a Quilt Show year, but perhaps by changing my mind set on which speakers we had. Nowadays we are always hearing about buy local, shop local, so I wanted to go one step further and be inspired local. For speakers this year, I tried to focus on our extremely talented local quilters. Between learning about how quilters are forever generous with charity work, such as Quilts of Valour and Victoria Quilts, we also learned how the local quilters are inspired and how quilters can use the fabrics that we just can't get inspired about. I have to say coordinating Programs has been not only very interesting as a new quilter but also has provided me a chance to think outside the box. I am very pleased to say that next year I will be working with an avid quilter who works part-time at a local quilt shop in order to indulge her passion. We will definitely be putting our thinking caps on for some new ideas and speakers for the season 2010/2011. However, should you have a great idea please do not hesitate to share it with us.

Catherine Patterson arranged for the Shop of the Month, including the raffle basket:

<u>Month/Year</u>	<u>Shop of the Month</u>	<u>Month/Year</u>	<u>Shop of the Month</u>
• June 2009	Aunt Beth's Quilt World	• January 2010	Aunt Beth's Quilt World
• September 2009	Julee's Homecrafts	• February 2010	Sew Inspired
• October 2009	Picket Fence Quilts	• March 2010	The Running Stitch
• November 2009	Dragonfly Quilts	• April 2010	The Country Quilter
• December 2009	Quilty Pleasures	• May 2010	Heirloom Quilts

This year, we also had four months when a surprise treat was purchased from the Shop of the Month for each member attending that night. The months were September, October, January and March.

### Helping Hand Fund

A Mini Group Registration and Grant Application for the Helping Hand Fund were approved for the Frayed Knots mini group, who met every Monday night at the Blackburn Hamlet Community Centre. They held a charity sew day Saturday, November 14<sup>th</sup>, 2009 and made 4 quilts. \$145.32 was granted to the group to defray the cost of batting, backing and quilting for the 2 quilts given to the Guild for the women's shelter.