

Common Thread
Quilt Guild

Annual Report

May 10, 2011

President's Report

Another successful Common Thread Quilt Guild year has come to a close and we now look forward to new quilting adventures in the months to come. Each month our meetings are well attended and this is a credit to those volunteers who contribute their time and energy into the positions they hold. I want to take this opportunity to thank your entire executive committee for the work they do to keep our Guild fun, interesting and running smoothly. Without volunteers our Guild would not be able to exist.

During the year we learned about past quilting traditions, the present computer age of quilting and looked to the future with virtual world guilds, blogs and mini-groups that connect quilters from all around the globe. It is an exciting time we live in! You can now shop from home, have discussions at the click of a mouse (fortunately not a real one) and create your project right at your computer. We laughed at how things were done in the fifties. We felt and learned about touch quilts and how valuable they are to those with physical or learning challenges. We witnessed innovative methods of quilting that were turned into art and cheered on our own members as they proudly displayed their creations during 'Bring and Brag'. Several members were able to participate in workshops and retreats to further their skills and knowledge of quilting. This is another bonus of membership and more fun times for those involved.

The Common Thread Quilt Guild supports our community through donations given to those in need from babies to young mothers to seniors and those less fortunate than ourselves. I commend all of you for your thoughtfulness.

By participating in the inaugural Eastern Ontario Joint Guilds' meeting held in May 2010 we made contacts throughout our area. We will all benefit as we share knowledge, ideas, discuss common problems and use joint resources to bring presenters to the Ottawa area which we would otherwise not be able to afford. Our Guild will be chairing the upcoming second meeting with the intention of making this an annual event.

I look forward with enthusiasm to each meeting. It has been a wonderful year for me as I learned how the Guild operates. Your friendship, encouragement and support made my decision to stay on an extra year an easy one. Thank you for giving me the opportunity to hold the position of President. Together let us make our 2011-2012 year a great one!

Susan Baker
President

Minutes of the Annual General Meeting (AGM)

Movement d'implication francophone d'Orléans (MIFO) Centre
Tuesday, May 11, 2010

Annual Report:

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

Motion made by Pauline McNally to accept the minutes of the 2009 AGM, seconded by Joan Bowman – majority member acceptance. No objections were voiced.

Financial Statements were presented. Motion to accept Financial Statements moved by, Cathy Sheldrick seconded by Rachel Mathews – majority member acceptance.

Motion to accept the CTQG Annual Report be accepted by Catherine Patterson, seconded by Chantel Richard. No objections.

Elections:

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

Past President:	Linda Won	Membership:	Nancy Francis/Rachel Mathews
President:	Susan Baker	Programme:	Janet Hope / Sherrill Crowder
Vice-President:	<i>Vacant</i>	Workshops	Sylvie Proulx
Treasurer:	Catherine Parkinson	Community Projects:	Victoria VanderLinden
Secretary:	Susan Kirkham	Newsletter:	Andrée Faubert
Retreats:	Barbara Till	Website:	Christine Scharf
Library:	Del Jazey	Challenge:	Johanna MacDougall

Meeting was adjourned.

Financial Report As At January 31, 2011

	Feb 1, 2010 – Jan 31, 2011	Feb 1, 2009 – Jan 31, 2010
REVENUES		
RETREAT	\$ 5,155.00	\$ 9,157.95
WORKSHOPS	\$ 887.00	\$ 2,350.00
MEMBERSHIP	\$ 6,435.00	\$ 6,152.00
GUEST FEES	\$ 274.00	\$ 240.00
ADVERTISING REVENUE	\$ 756.00	\$ 836.00
CHALLENGE	\$ 504.00	\$ 468.00
FUNDRAISING INCOME	\$ 1,861.70	\$ 2,820.15
LIBRARY FINES	\$ 144.00	\$ 177.00
MISCELLANEOUS INCOME	\$ 41.24	\$ 393.21
POSTAGE FEES	\$ 206.00	\$ 233.67
GUILD PIN SALES	\$ 220.00	\$ 40.00
BADGES	\$ 85.00	\$ 127.50
QUILT SHOW INCOME	\$ 20,631.00	\$ -
Total Revenue	\$ 37,199.94	\$ 22,995.48
EXPENDITURES		
RETREAT EXPENSES	\$ 4,841.08	\$ 9,269.18
WORKSHOP	\$ 1,002.42	\$ 2,204.71
LIBRARY	\$ 307.92	\$ 397.24
NEWSLETTER	\$ 1,015.70	\$ 498.20
RENT	\$ 3,450.00	\$ 3,450.00
PROGRAM		
SPEAKERS/EXPENSE	\$ 4,000.62	\$ 3,517.71
COMMUNITY PROJECTS	\$ 2,215.27	\$ 1,748.92
CHALLENGE EXPENSE	\$ 480.80	\$ 664.61
MEMBERSHIP	\$ 163.72	\$ 58.86
OFFICE & GENERAL	\$ 1,176.53	\$ 1,024.88
Director's Insurance	\$	\$
QUILT SHOW EXPENSES	\$ 19,958.09	\$
BADGES	\$ 72.32	\$ 135.60
FEES,DUES	\$ 203.65	\$ 63.00
FUNDRAISING EXPENSE	\$ 712.35	\$ 799.81
INSURANCE	\$	\$
BANK FEES	\$ 272.73	\$ 47.34
Membership Gifts	\$ 500.00	\$ 1,500.00
Total Expense	\$ 40,373.20	\$ 25,380.06
NET INCOME (LOSS)	\$ (3,173.26)	\$ (2,384.58)

Balance Sheet As At January 31, 2011

Assets	January 31, 2011	January 31, 2010
Cash & Investments	24,695.15	29,468.11
Accounts Receivable	0	0
Cash Advances	80.00	20.00
Prepaid Expenses	1,725.00	2,351.30
Total Current Assets	<u>26,500.15</u>	<u>31,839.41</u>
 Liabilities & Equity		
Deferred Income	2,659.33	4,825.33
Accounts Payable	0	0
Retained Earnings	27,014.08	29,398.66
Net Income	(3,173.26)	(2,384.58)
Total Equities & Liability	<u>26,500.15</u>	<u>31,839.41</u>

Auditor's Report

3 May 2011

President,
Common Thread Quilt Guild
Orleans, Ontario

Dear Madam President:

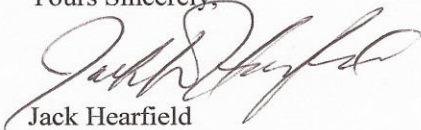
RE: Review of Common Thread Quilt Guild Financial Records 2010/11

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 2010/11. 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.

As each year goes the reviews get easier and easier as the treasurer and chairs of the various committees provide excellent detailed records which allows for easy substantiation of the entries. All of the recommendations made previously continue to be applied.

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, in support of the following charities:

- **CHEO Oncology**— On December 20, 2010, 20 teen appropriate quilts and 32 child quilts were delivered to CHEO. In June 2011, 28 more child quilts will be delivered to fulfill our pledge of 60;
 - **Community Christian School, Metcalfe** — One Comfort Quilt turned in by Cathy Newman was donated for their April 2011 fundraiser;
 - **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. 282 quilts were given between September 2010 and April 2011. Maria Fleming delivers them and serves as a liaison with the unit there. In April, a token was given to the eleven members who donated quilts on the night that we passed the 3,500 mark since the Cuddle Quilts were first recorded in 1997;
 - **Eastern Ottawa Resource Centre (EORC)** — In response to their “wish list”, we have given the EORS 30 Walker Pouches, 30 Wheelchair Quilts, 337 Place mats, and 73 Comfort Quilts for use by their Seniors, as well as their Violence Against Women clients. They will also receive the Wheelchair Quilts turned in for the 2011 Challenge. For their fundraiser, we donated a very special Comfort Quilt turned in by Lark Hewer;
 - **Ottawa Mission** — one large bed quilt was given at Christmas; and.
 - **St. Mary’s Outreach Centre** — 10 quilts will be given in May for use in their programs for the young mothers.
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Playtime — Summer Contest 2010: 40 participants made 511 place mats which were donated to Meals on Wheels, 670 Albert Street (211) and Eastern Ottawa Resource Centre (300). Maria Fleming was the participant who received \$50.00 from the draw in November.

Two Meter Marathon- Summer Contest 2011: participants will sign out a two meter length of fabric. By October, they must return it used in a quilt top or finished quilt to be eligible for the draw: Cuddle Quilts: \$10.00 Quilt Top: \$15.00 Comfort Quilt: \$75.00

April 2011 Update: Of the 19 members who participated in Bag Lady Day last March and April 2010 and signed out a project each for Community Projects, 4 quilted tops, 9 tops for quilting, and 12 finished quilts have been returned.

Thank you to the generous members of the Common Thread Quilt Guild who make all this giving possible!

Victoria VanderLinden

Committee Year End Reports (cont'd)

Membership

Committee Chairs: Nancy Francis and Rachel Mathews

Membership statistics:

- 200 registered members which includes 18 free memberships*
- 21 members paid to have newsletter mailed
- 44 guild pins were sold.
- 53 guests attended meetings throughout year

Monthly Attendance by registered members: (on average 122 members attend meetings)

- 122 — June
- 135 — September
- 126 — October
- 136 — November
- 88 — December
- 126 — January
- 137 — February
- 102 — March
- 115 — April

**free memberships include guild executives and quilt show 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:

- 28 — October 15-17, 2010 (In-town)
- 19 — November 26-28, 2010 (Out-of-town)
- 28 — January 28-30, 2011 (In-town)
- 25 — March 25-28, 2011 (In-town)

Workshops

Committee Chair: Sylvie Proulx

We held 6 workshops this past year, either at the Roy Hobbs Community Centre or Notre-Dame des Champs, 3659 Navan Road.

<u>Date</u>	<u>Workshop Name</u>	<u>Instructor</u>	<u>Members Attended</u>
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Committee Year End Reports (cont'd)

Newsletter

Committee Chair: Andree Faubert

The 2010-2011 was another good season. Many thanks to all that contributed to the Newsletter. 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 and Sherrill Crowder

As program co-coordinators this year, our focus was to showcase the immense variety of options quilting affords us. Whether we choose more traditional styles and methods or venture into new concepts and modes or find ourselves wanting to try it all, we can always appreciate the passion, commitment and creativity in each piece of work. We may linger to admire different places along the way and travel at different speeds, but we all share the same road and look forward to the next adventure. We have enjoyed working together as a team on program and remind everyone that you are a part of our team as well. Suggestions that were made this year were very much appreciated and we encourage each of you to be always on the lookout for program ideas and pass those along to 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 2010	Aunt Beth's Quilt World	• January 2011	No Shop
• September 2010	Picket Fence Quilts	• February 2011	The Running Stitch
• October 2010	Dragonfly Quilts	• March 2011	MadAboutPatchwork
• November 2010	Sew Inspired	• April 2011	The Country Quilter
• December 2010	Quilty Pleasures	• May 2011	Heirloom Quilts

Library

Committee Chair: Del Jazey

The library had another successful year. We conducted a sale of older books and magazines which was a huge success. Now we can acquire some new books with fresh ideas and techniques. Any requests for specific books are happily accepted.

Challenge

Committee Chair: Johanna L. MacDougall and Nancy Stass

The theme for the 2010/11 Challenge was Bear Essentials. Forty Challenge Kits were sold and 20 were submitted on April 12th for judging at our Annual General Meeting in May.