

Common Thread  
Quilt Guild

Annual Report

May 12, 2015

## President's Report

Another successful Common Thread Quilt Guild year has come to a close. 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.

More specifically I would like to thank our Treasurer, Kirstin Fearon, for keeping all our financial needs well managed and in order. I wish to thank our Secretary, Judy Loree, for documenting all our meeting discussions / decisions over the past several years. This is no easy task! I also send a huge 'thank you' to our Programme co-leads Shirley MacFadden-Geiger and Linda Won. They have done a great job bringing informative and fun speakers to our membership, which allows us to continue to grow and stay current regarding new quilting trends and directions. I would also extend a huge thank you to Barb Till for managing several years of amazing retreats. They are coveted by the guild members and have repeatedly been a tremendous success.

Another huge 'thanks' goes to our Workshop co-chairs Susan Campbell and Irene Walker. They have brought new learning opportunities to the entire membership throughout the year. And their creativity didn't stop there! They have helped bring this guild further into the new millennium by creating our very own CTQG Facebook page. Bravo!

I also wish to thank our Membership co-chairs, Del Jasey and Rachel Mathews, for continually making our guild members feel welcome every month. They always start everyone's evening with warmth and a smile. I also wish to thank our Library lead, Liz Villeneuve, for her continuing efforts in ensuring our Library is organized and well stocked with new materials. She does this huge task with the aid of several volunteers. Without them it would be a difficult task to accomplish.

I would like to thank our "Fat Quarter Club lead, Lyse Potvin, for ensuring there is extra fun at every meeting by volunteering to do this. I send out a big thank you to Tammy Davies and Pat Cassidy for their enthusiasm and efforts with not one but two 'Challenges'. They have been most inspiring!

To our Newsletter team, Ann-Louise Masek and Susan Dunfield, I would like to extend a heartfelt 'thanks' for generating our newsletter monthly which allows members to keep in touch with quilting news, events, workshops and related businesses. A thank-you also goes to Catherine Patterso, our Web-mistress, for ensuring we continue to communicate with our members through the use of the web!

Last, but not least, a huge 'thank you' goes to Catherine Parkinson, Lead for Community and Out-Reach Projects, and all her team. A tremendous effort by all into ensuring our guild stays in touch with our Community's needs. An important part of who we are as a guild.

In closing I would like to say that this has been a wonderful opportunity and I know that our new President, and her executive, will continue to lead this guild into a wonderful and exciting new year.

Kind Regards,  
Carole Maisonneuve  
President, 2014-2015

**Minutes of the Annual General Meeting (AGM)**  
Movement d'implication francophone d'Orléans (MIFO) Centre  
Tuesday, May 13, 2014

**Annual Report 2013-2014:**

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

Motion made by Laurelle Callaghan to accept the minutes of the May 14, 2012 AGM; seconded by Kirstin Fearon. There was majority member acceptance by show of hands. No objections were voiced.

Financial Statements were presented by the Treasure (Kirstin Fearon) for the financial year Feb 1, 2013 to Jan 31, 2014.

Motion to accept the CTQG Annual Report and Financial statement was put forward by Kirstin Fearon and seconded by Shirley MacFadden-Geiger. Voted by show of hands and passed with obvious majority, no objections.

**Elections:**

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

The Directors of the Guild:

Past President:	Jeannine Lemay	Membership:	Rachel Mathews/Del Jasey
President:	Carole Maisonneuve	Programme:	Linda/Won & Shirley Geiger
Vice-President:	Chantale Richard	Workshops	Susan Campbell / Irene Walker
Treasurer:	Kirstin Fearon	Community Projects:	Catherine Parkinson
Secretary:	Judy Loree	Newsletter:	Ann-Louise Masek / Susan Dunfield / Anne Marie Clysedale / Rita Penner
Retreats:	Barb Till	Website:	Catherine Patterson
Library:	Liz Villeneuve		

Meeting was adjourned.

## Financial Report As At January 31, 2015

	Feb 1, 2014 – 31-Jan-15	Feb 1, 2013 – 31-Jan-14
<b>REVENUES</b>		
RETREAT	\$ 13099.55	\$ 8549.05
WORKSHOPS	\$ 1830	\$ 3085
MEMBERSHIP	\$ 6710.2	\$ 6590.8
GUEST FEES	\$ 411	\$ 445
ADVERTISING REVENUE	\$ 794	\$ 664
CHALLENGE	\$ 358	\$ 240
FUNDRAISING INCOME	\$ 2175.15	\$ 1803.4
LIBRARY FINES & Fundraising	\$ 176.05	\$ 176.5
MISCELLANEOUS INCOME	\$	\$
POSTAGE FEES	\$ 80	\$ 80
GUILD PIN & BADGES	\$ 237	\$ 104.5
QUILT SHOW INCOME	\$ 26755.05	\$ 0
<b>Total Revenue</b>	<b>\$ 52626</b>	<b>\$ 21738.25</b>
<b>EXPENDITURES</b>		
RETREAT EXPENSES	\$ 12933.18	\$ 9945.76
WORKSHOP	\$ 2471.83	\$ 1942
LIBRARY	\$ 434.22	\$ 384.21
NEWSLETTER	\$ 162.32	\$ 198.42
RENT	\$ 4000	\$ 3800
PROGRAM SPEAKERS/EXPENSE	\$ 2372.02	\$ 2535.17
COMMUNITY PROJECTS	\$ 2209.64	\$ 1918.34
CHALLENGE EXPENSE	\$ 202.77	\$ 235.59
MEMBERSHIP	\$ 19.89	\$ 41.76
OFFICE & GENERAL	\$ 1429.85	\$ 787.51
QUILT SHOW EXPENSES	\$ 18258.43	\$ 0
BADGES	\$ 144.64	\$ 99.48
FUNDRAISING EXPENSE	\$ 750	\$ 581
BANK FEES	\$ 49.13	\$ 79.31
Membership Gifts		0
<b>Total Expense</b>	<b>\$ 45437.92</b>	<b>\$ 22548.55</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 7188.08</b>	<b>\$ -810.3</b>

## Balance Sheet As At January 31, 2015

<b>Assets</b>	<b>January 31, 2015</b>	<b>January 31, 2014</b>
<b>Cash &amp; Investments</b>	\$34,813.20	\$27,554.87
<b>Accounts Receivable</b>	\$0.00	0.00
<b>Cash Advances</b>	\$20.00	\$20.00
<b>Prepaid Expenses</b>	\$2,050.00	\$4,465.30
<b>Total Current Assets</b>	<u>36,883.20</u>	<u>32,040.17</u>
 <b>Liabilities &amp; Equity</b>		
<b>Deferred Income</b>	\$2,650.00	\$2,741.20
<b>Accounts Payable</b>	0.00	0.00
<b>Retained Earnings</b>	\$33,772.99	\$27,725.54
<b>Net Income</b>	\$460.21	\$1,573.43
<b>Total Equities &amp; Liability</b>	<u>36,883.20</u>	<u>32,040.17</u>

# Auditor's Report

4 May 15

President,  
Common Thread Quilt Guild  
Orleans, Ontario

Dear Madam President:

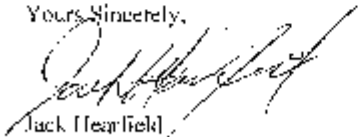
RE: Review of Common Thread Quilt Guild Financial Records 2014/15

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 2014/15 which included the Quilt Show for 2014. All entries were verified against the bank statements as well as the documentation provided by the chairs of the various guild committees. There was only one very small error found, during the review, which was discussed with the treasurer and resolved. As a result of the review I have found the Guild Financial records for 2014/15 to be complete and in good order.

I can provide no new recommendations this year. The treasurer took great effort to ensure that all of the necessary documentation was provided to support each of the activities. Having all of the supporting documentation available during the review it allows the reviewer to have a very clear picture of guild activities and its financial controls.

Please convey my appreciation to the treasurer and all of the various committee chairs for their efforts in maintaining the highest quality of record keeping for the guild. Their due diligence with accounting for the income and expenses of the guild membership as a whole through its activities reflects very positively on the guild and makes the review a fairly easy task to complete.

Yours Sincerely,



Jack Hearfield

CC: Guild Treasurer

## Committee Year End Reports:

### Community Projects

Current Committee Chair: Catherine Parkinson

Committee members: Victoria VanderLinden, Barbara Donaldson and Sherrill Crowder.

The members of the guild continue to provide quilts for those in need by donating supplies and finished quilts, tops, and quilting in support of the following charities:

- Cuddle Quilts – Barbara Donaldson oversees the distribution of supplies and the collection of the quilts to be given to the Ottawa Hospital General Campus at risk babies. 415 quilts were given between May 2014 and April 2015. Catherine Patterson or Barb Till delivers them to the hospital;
- Kidney Foundation - March 2015, a delivery of 4 quilts was made to the Kidney Foundation for distribution to the children on dialysis at CHEO;
- Chernobyl, Belarus - 87 quilts from our guild were sent via Mary Bernard of Brockville for use in the orphanages and affected communities;
- Eastern Ottawa Resource Centre (EORC) – This year, 25 quilts have been delivered for use by their Victims of Violence and Mental Health clients; 18 placemats and 8 walker pouches were given in December 2014.
- Interval House – Summer 2014, 15 quilts were delivered for the women and children sheltered there; 11 quilts were delivered in December 2014.
- Ronald McDonald House – In April 2015 we gave 25 quilts for the children out patients.
- Cornerstone Housing for Women – In February 2015, 19 quilts were delivered for the women sheltered there.
- Infant and Child Development Program of Algoma Public Health – Summer 2014, 25 quilts were delivered for the at risk infants and children experiencing development delays 3 quilts were delivered in December 2014.

**This year we added three new charities and we were still able to make a commitment to all.** Thank you to the generous members of the Common Thread Quilt Guild who make all this giving possible!

Catherine Parkinson  
Community Projects Chair

---

## Community Projects - Continued

### Two contests were held this year:

Summer 2014 saw *The Circus is Coming to Town* featuring 20 cheater panels kitted with backs and bindings as well as an open invitation for quilts made from our donated fabric kits. 36 quilts were entered in the draw by November. Annaliese Villeneuve and Sandra Baynes each won \$45.00.

*Oh Boy!* is currently in effect. 28 kits containing precut pieces, backs and bindings were signed out by January 2015 for completion by May 2015. A draw for \$50.00 will be held in June 2015.

### Community Outreach

Common Thread Quilt Guild was made visible in the community at two venues:

1) Upper Canada Village Quilt Show, September 2014 - for the 12th year, volunteers set up and manned a portion of the quilt show along with their counterparts from other guilds in Eastern Ontario. Cheryl Bunda and Ann-Louise Masek spent a day each in costume at the quilting house and enjoyed a carriage ride to their farmhouse dinner.

2) Ottawa Farm Show, March 10-12 2015- quilts by Victoria VanderLinden decorated the Woman's Exhibit. Barbara Donaldson, Cheryl Bunda and Victoria VanderLinden spent the Common Thread day sewing blocks for Community Projects quilts and talking to the public. Victoria VanderLinden

## Membership

Committee Chairs: Del Jazey and Rachel Mathews

Membership statistics:

- 214 registered members which includes 20 free memberships\*
- 3 members paid to have newsletter mailed
- 12 guild pins were sold.
- 83 guests attended meetings throughout year

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

- 106 – May 2014
- 132 – October 2014
- 124 – January 2015
- 119 – June 2014
- 139 – Nov 2014
- 104 – February 2015
- 147 – Sept 2014
- 105 – Dec 2014
- 117 – March 2015
- 131 – April 2015

*\*free memberships include guild executives (and quilt show executives from previous year).*



## Committee Year End Reports (cont'd)

### Retreats

Committee Chair: Barbara Till

This past year, we held six "in-town" retreats at the Notre-Dame-des-Champs Community Centre, 3659 Navan Road, Ottawa; and two "out-of-town" retreats at Nav Canada Training and Conference Centre, Cornwall. The number of participants and dates were as follows:

- 28 - October 17-19, 2014 (In-town)
- 28 - October 24-26, 2014 (In-town)
- 25 - November 21-23, 2014 (Out-of-town)
- 27 - Jan 23-25, 2015 (In-town)
- 24- Jan 30-Feb 1, 2015 (In-town)
- 15 - Feb 13-15, 2015 (Out-of-town)
- 23 - April 17-19, 2015 (in-town)
- 33 - April 24-26, 2015 (in-town)

### Workshops

Committee Chair: Susan Campbell and Irene Walker

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>
• October 4, 2015	Go Roundy Round	Victoria VanderLinden	9
• November 15, 2015	Accuquilt Go Log Cabin	Katrina Kahn	6
• November 29, 2015	Print Windows Table Runner	Valerie Miller	12
• February 28, 2015	Liberated Radial Piecing	Elaine Quehl	12
• March 7, 2015	Big Block Quilt	Joan Ramsey Burn	12
• March 21, 2015	Go Roundy Round	Victoria Vanderlinden	8

### Newsletter

Committee Co-Chair: Ann-Louise Masek and Susan Dunfield

The 2014-2015 was a good season. We had 11 advertisers at the onset of the year. We started the year with an 'outside guild' volunteer to help generate our newsletter. We were able to find a 'guild member' volunteer, in January 2015, to perform the newsletter editor function for the balance of the 2014-2015 guild year. Hard copy newsletters were sent to only 4 members. There were two months where paper copies did not get to the 4 members. As a result, a vote was taken in January 2015 to stop producing a paper version starting in the new guild year, June 2015. All 4 members were contacted by the President and advised. It was also confirmed that they did have access to the internet and can go to the guild website to view information.

## Committee Year End Reports (cont'd) Program

Committee Chair: Linda Won / Shirley MacFadden-Geiger

Our aim with programs this year was to continue to offer a variety of topics and to encourage interaction among our members. Together we explored:

- the design journey of Brenda Miller;
- the Pittsburgh Spring Quilt Market experiences of Val Jensen and Leslie Burch from Quilty Pleasure;
- modern quilting over the last couple of years with Michèle-Renée (M-R) Charbonneau;
- combining distinctive fabrics with traditional artistry and contemporary style of Valerie Miller;.
- the dramatic and colourful nature-themed art quilts of Elaine Quehl;
- the quilting journey and creative process of Sherri Hisey;
- demonstrations of various tools and techniques by members Sherida Giddings, Michèle Gagné, Irene Walker, Ann-Louise Masek, Kirstin Fearon and Linda Won, as well as a Studio Art Quilt Associates (SAQA) Trunk Show display and information regarding the Canadian Cancer Society T-shirt program; and
- machine maintenance, tensions, problem solving with Eric Simkins.

Our social evenings gave us the opportunity to meet and get to know other members as well as share their work. In December, we saw the results of the Stocking Challenge, and each member received some seasonal appliqué. In May, the Musical Challenge quilts were on display. We also saw quilts completed for the UFO Challenge at Bring and Brag. All three Challenges had prizes given out. At every meeting members shared their work during Bring and Brag, for which there was a draw for a prize.

We have tried to act upon members' suggestions and appreciate your continued input.

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 2014	Sew for It	• January 2015	The PickleDish
• September 2014	Quilty Pleasures	• February 2015	Kemptville Fabric Shoppe
• October 2014	Adam Hamilton Bolts	• March 2015	Quilting Quarters
• November 2014	Heartworks	• April 2015	MadAboutPatchwork
• December 2014	Flair With Fabrics	• May 2015	The Country Quilter

## **Committee Year End Reports (cont'd)**

### **Library**

Committee Chair: Liz Villeneuve

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. We have added some books on Modern Quilting along with some more traditional books with a modern twist. The newsletters contain more detailed descriptions. We also added some novels with quilting themes. These were generous donations. We have also received other donations which we added to the library or put aside to sell in our next book sale. Any requests for specific books are happily accepted. Our volunteers continue to make our library thrive.

### **Challenge**

Committee Chairs: Tammy Davies / Pat Cassidy

In 2014/15 the Guild hosted two challenges: the first was a Christmas stocking and the second called for musical inspiration. For each challenge, participating Guild members purchased theme appropriate fat quarters to use in their creations. Thirty members participated in the Christmas challenge and completed stockings were displayed and voted upon at the December Guild meeting.

For the second challenge, which included 36 participants, members were asked to choose a piece of music that was meaningful and inspirational to them and to create a quilted item that reflects the music they have chosen. These items were submitted at the April meeting and voted on and displayed at the May meeting. Prizes of \$50, \$30 and \$10 were awarded for first, second and third place winners for each of the challenges.