**Minutes of Common Thread Quilt Guild Executive Meeting held October 3, 2019**

**Meeting Place – Place d’Orleans - Rendez-vous Room**

**In Attendance:**

Vicki Ross

Gwenne Pottier

Dorothy De Rose

Barb Till

Paula Patterson

Wendy White

Catherine Pope

Joanne Fox

Laura Evans

Carole Maisonneuve

Lynn Strban

Laura Malo

Carol Nicholson

Cathy Sheldrick

Shirley Geiger

Carole LaForge

**Regrets:**

Cathy Gaudet

Sonia Latchman

Sandra Bayne

Paulette Beauchamp

Laurelle Callahan

Pauline McNally

Marlises Kuhn

* **Call to Order**

Vicki called the meeting to order at 6:45

* **Review of previous minutes**

Gwenne moves to approve minutes, Carole M seconded

* **Treasurer’s Report**

Bank balance $41934.09, including $16000 GIC

Budget - Remove New Audio equipment purchase because MIFO has upgraded their equipment

Barb moves to accept the changed budget, Joanne seconded, motion passed

Books will be reviewed by outside person this week

* **Committee Reports**
  + - **Support Activities:**
  + **Community Projects:**

In September, the Community Projects team delivered completed quilts to: Interval House, CHEO Long term Care, Cornerstone, Chernobyl and YM/YWCA (approx. 110 quilts). 84 Cuddle quilts were delivered to Neo-natal Care at the General.

We have started our "challenge" to our membership to have as many of the completed quilt tops quilted as we can during the year. A cash prize will be drawn at the end of the year for those who return the quilts completed. We will start handing out the kits at October's meeting.

* + **Library:**

No report as Paulette was not present

It was suggested that the online file of the library inventory be changed from an excel file to a pdf because excel doesn’t always work on peoples computers.

* + **Membership:**

We now have 248 registered members, with 16 of those being new members. There are 22 available spaces until we reach the set maximum number of 270.

Will try to encourage the purchase and wearing of name tags

* + **Newsletter Editors:**

The October newsletter was sent out early because Sonia was leaving on vacation.

Publisher 2013 is too old and no longer supported by Microsoft. Barb will look into purchasing a new version of a publishing software through Techsoup.

Catherine moves to buy publishing software from Techsoup, if less than $299 it can be bought without coming back to executive, Carole M seconds. Motion passed.

* + **Newsletter Advertising:**

Joanne has already collected $2088, the outlook is $2280

There have been a few hiccups, but things seem to be settling down. It seems the mail from a couple of advertisers never reached us. Some advertisers would like to change their ad each month, Joanne suggested that advertisers wishing to change their ad each month should be charged more.

* + **Website:**

Tries to keep the site updated. Bring and brag photos are uploaded each month, Carole asks that the people holding the quilts give her a chance to take the photos before they fold them up to hand back to the maker.

* + - **Program Activities:**
  + **Programme:**

There has been a change in the speaker for the month of November. Elaine Quehl has cancelled due to illness. Bethany Garner will be the replacement speaker -she will be the teacher in December for the Indigo dyeing workshop.

Laura spoke to MIFO regarding the set up for the meeting as there were a few issues last month. They have a new contract with a different company. Laura provided them with a map of what we require for most meetings and they will be providing us with a key to the cupboard in the kitchen.

**Challenge quilts** – Laura will be handing out the green “jungle” fabric with rules for the Canadian Quilt Association’s guild challenge at the meeting.

She will also show her first ‘postcard’ for the postcard challenge due in December to encourage members to participate.

New instructions were put up online for the challenge as there were some mistakes in the original instructions sent out.

* + **Retreats:**

2 spots available on the second retreat in October, food is taken care of for both retreats

Registrations can begin on November 1st for the retreats in January.

* + **Workshops:**

First workshop, jelly roll rug, had 10 attendees.

November string quilts, two ways – only 1 signed up so far

December, indigo dying already has 6 signed up

* + **Sew Days:**

First Sew Day for the guild year is this weekend.

* + **Quilt Show**

First meeting of the Quilt Show committee will be held in a couple of weeks. Cathy met with Cheryl at Cityview Curling Club to review layout and hoping to find a way to get admissions inside.

* + **Shop Hop**

Will take place on Saturday November 2. 18 people have already indicated their interest, 5 people have paid. Deadline for registration is October 8 at the Guild meeting, at which time payment must be made.

Currently have ordered a 26 seater coach but there is an option to change that to a 34 seater if there is sufficient interest.

Three shops have agreed to host the shop hop group; Quilters Barn and Gifts, Giroux Sewing Centre, and Ron’s Fabrics. Quilters Barn and Gifts will be opening half an hour early in order to accommodate the group. All 3 shops have goodies for the group; gift certificates, bus prizes, instore specials and discounts. Shirley will check with another store in Cornwall, Em’s, to see if they could like to also host our group.

* **Action Items/Old Business**

No need for the purchase of our own headset/microphone as MIFO has updated their sound system.

* **New Business**

Fat quarter asked that the prize for a completed quilt at the end of the year be increased to $50, the money comes from Programme’s budget and they have agreed to this increase.

Our website has been hacked twice. The second time it happened, the executive-only section was exposed for anyone to see. It was decided to remove the membership list from the executive -only section, any executive member who needs the list can contact Membership and it will be sent to them by email. Security for our website would be expensive with a costly yearly fee.

* **Deferred Items**
  + **Membership**  - has decided to withdraw the idea of starting the membership drive in April for returning members.
  + **Survey results discussion** – a few things that came out of the survey have been implemented: suggestions of workshops, shop hop, and bought dies for the Accuquilt, also workshops or other things for beginners. Overall we think we are doing okay with the suggestions from the 2016 Membership Survey. It was therefore proposed that we could have a suggestion box. Gwenne will make one and be responsible for its use.
* **Last Comments/Round Table**

Pauline - wants to do the yearly collection for the Food Bank in November and December

Gwenne – Victoria’s quilts wants to sell tickets in November, Gwenne motions, Shirley G seconds, passed

Embroidery retreat is on hold for the time being

Interguild meeting will be held on October 19 in Kempville; Vicki, Laura and Marlisse are going

Aququilt suggestions have been received and Shirley will look into them

Gwenne will be presenting workshops and sew day at meeting on Tuesday

**Meeting adjourned at 8:30**

* **Next Meeting:**  November 7, 2019