



# Common Thread Quilt Guild

## Annual Report

For the year ended  
June 30, 2020

## President's Report

Members:

I have thoroughly enjoyed serving you as President this past year. And what an astounding year it has been. I am so proud of our Members.

The first half of the year was productive and informative, with presenters, retreats, sew days and Shop of the Month. Then when Covid-19 suddenly threw us for a loop, we responded with grace. Traditionally, we provide hospitals annually with several hundred cuddle quilts, as well as donate quilts to other equally deserving organizations. When Covid-19 hit, we upped our contributions by not only continuing to sew for the aforementioned organizations, but we also expanded our generosity by spending many, many hours sewing masks, hats, ear guards, gowns etc. to be distributed throughout our community to front line workers and others. What a great Guild! Bravo!

The Common Thread Quilt Guild would not have been so successful without the diligent work of our Executive members. Each and every person fulfilled their role with professionalism and thoroughness. I especially want to thank Gwenne Pottier, Vice President, who filled in for me when required, conferred with me on different issues. Best of luck next year, Gwenne.

We could not have foreseen the significant changes in our Guild from September to June, from physical to virtual. Our Guild responded quickly to the changes. I would like to say a special thank you to both Carole Maisonneuve and Sandra Baynes, who kept our Guild together this spring through Zoom technology. And, of course, those efforts would have been for not if we didn't have our wonderful Members who participated in those meetings. Thank you, all.

As well as virtual Guild meetings, we had a virtual workshop and even a virtual Shop Hop that resulted from an idea conceived by one of our members Karin Styhler-Galama.

Our Guild has been very fortunate to have so many talented and adaptable people. We are Common Thread Strong!

Vicki Ross,  
President

**Minutes of the Annual General Meeting (AGM)**  
Mouvement d'implication francophone d'Orléans (MIFO) Centre  
Tuesday, November 12, 2019

**Annual Report July 1, 2018 – June 30, 2019:**

The CTQG's Annual Report for the year July 1, 2018 to June 30, 2019 was provided to the members at the beginning of the meeting and was formally presented by the President, Vicki Ross, during the AGM.

A motion was made by Carole Maisonneuve to accept the CTQG Report for the year ended June 30, 2019, as well as the minutes from the AGM of November 13, 2018. This motion was seconded by Shirley Gravelle. By a show of hands, the CTQG membership voted to accept the CTQG's Annual Report and the minutes of the November 13, 2019 AGM. There were no objections noted.

The Financial Review and budget for the upcoming fiscal year were presented by the Treasurer, Barb Till. A motion to accept the Financial Review and budget was made by Joan Blois, and was seconded by Joan Bowman. By a show of hands, the membership of CTQG voted to accept the Financial Review and budget as presented.

No questions or concerns were raised over the report, the meeting was adjourned by the President, Vicki Ross.

## EXAMINER'S REPORT

4 November, 2020

Gwenne Pottier, President  
Common Thread Quilt Guild  
Orleans, Ontario

Dear Madam President:

### **RE: Examination of Common Thread Quilt Guild Financial Records 2019/20**

Pursuant to the provisions of the Constitution of the Common Thread Quilt Guild I have conducted an examination of the Guild's Financial Records. This includes the detailed Profit & Loss Statement, Bank Statements and the financial reports prepared by the committee chairs for the various guild membership activities. These records reflected the Guilds activities during the period of 1 Jul 2019 to 30 Jun 2020. These financial reports prepared by the committee chairs for the various guild membership activities and provided to the Treasurer for action were all examined thoroughly. All entries in the detailed Profit and Loss Statement were verified against the bank statements as well as the documentation provided by the chairs of the various Guild committees. No errors were identified during the examination. As a result of the examination, I have found the Common Thread Quilt Guild Financial records from July 2019 to June 30 2020 to be complete and in good order.

I can provide no recommendations that would improve on the record keeping. Having all of the necessary support documentation available during the examination allows the examiner to have a very clear picture of guild activities and its financial controls.

Please convey my appreciation to your Treasurer, Barb Till as well as all of the various Committee Chairs for their continued excellent 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 continues to make the examination task a relatively simple and straightforward process.

Yours Sincerely,



Jack D. Hearfield, Examiner

CC: Barbara Till, Guild Treasurer

## Common Thread Quilt Guild Balance Sheet 2020

	2020	2019
<b>ASSETS</b>		
Cash	19,430	35,985
Short-term deposit	16,000	
Accounts receivable		1,170
Prepaid expenses		5,750
<b>TOTAL CURRENT ASSETS</b>	<b>35,430</b>	<b>42,905</b>
 <b>LIABILITIES AND EQUITY</b>		
Accounts payable	0	0
Deferred revenue	0	4,550
<b>Total Current Liabilities</b>	<b>0</b>	<b>4,550</b>
Retained earnings, beginning of period	38,355	41,147
Add net income (loss) for the period	-2,925	-2,792
<b>Retained earnings, end of period</b>	<b>35,430</b>	<b>38,355</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>35,430</b>	<b>42,905</b>

**Common Thread Quilt Guild  
Income Statement**

<b>REVENUE</b>	Year Ended June 30, 2020	Year Ended June 30, 2019
Advertising	2,288	1,867
Fundraising	1,842	2,440
Guest fee	120	265
Guild pins and badges	108	202
Interest	0	30
Library	79	528
Membership	9,240	9,244
Quilt Show	0	0
Retreats	7,221	14,801
Sew days	570	1,590
Shop hop	840	885
Workshop	1,867	3,305
<b>Total Revenue</b>	<b>24,175</b>	<b>34,736</b>
<b>EXPENSES</b>		
Bank charges	156	63
Community projects	1,895	1,718
Equipment lending	974	940
Fundraising	1,134	1,508
Guild pins and badges	85	348
Library	1,019	1,161
Membership	50	119
Office and general	1,557	2,059
Programme	3,633	3,675
Quilt show	780	
Rent	5,500	5,400
Retreat	6,156	12,863
Sew days	480	1,507
Shop hop	1,185	1,174
Website	279	823
Workshop	2,217	4,371
<b>Total Expenses</b>	<b>27,100</b>	<b>37,527</b>
<b>NET INCOME (LOSS) FOR THE PERIOD</b>	<b>-2,925</b>	<b>-2,792</b>

## **Vice-President's Report**

This past year, when I was elected Vice President, my goal was to support Vicki Ross in her role as President and to step in to help wherever needed.

I worked to encourage members to be more involved with our guild as volunteers and to consider becoming members of the Executive.

We introduced the monthly name tag draw to encourage members to wear name tags so that we could greet each other by name. It was also my goal to ensure Executive members kept notes and we're more prepared to do hand overs when vacating positions.

COVID 19 made delivery of our regular activities difficult but thanks to the forward-thinking members of our Executive, we were able to offer some well received program and activities to our members.

Gwenne Beck-Pottier

## **Committee Year End Reports:**

### **Membership**

Committee Chairs: Pauline McNally and Laura Evans

There were 263 members of the Common Thread Quilt Guild in 2019-2020, including 24 new members. Eighteen members received free memberships due to their participation on the Executive the previous year.

At the seven meetings held at MIFO, there were an average of 126 members and between two and seven guests. 70 people attended the May virtual meeting and close to 100 signed in to the June meeting.

Thanks to Quilty Pleasure quilt store in Orleans for giving three fat quarters each month that were given as door prizes to one guest and two members at every in-person meeting.

## Programme

Committee Chairs: Laura Malo and Marliese Kuhn

The aim with programme during this reporting period was to continue to offer a variety of topics, to foster fellowship among quilters, and promote the art of quilting. This year's programme was as follows:

- **September:** We had Sheree Bonaparte from Akwesasne (North of Cornwall) share her trunk show as a way to teach about her community and their place within the Haudenosaunee (Iroquois) Confederacy.
- **October:** Michelle Dunn, Killisti Quilts, Waterloo is a textile importer and has a particular interest in Japanese and African cotton fabrics. She gave her trunk show to demonstrate her collection of quilts.
- **November:** Trunk show with Professor Bethany Garner of Fine Arts-Textile Design at St. Lawrence College. Her work showcases original fibre art, surface design, dye painting and so much more.
- **December:** We held our annual Christmas Party, mingled, jingled, punched, refreshed and indulged. We also enjoyed several games and lots of prizes.
- **January:** Krista Zeleski of Quilted4You, Kanata, Professional Electrical Engineer, Quilt Pattern Designer and Long Arm Quilter expressed herself through her Trunk Show and also spoke of her pattern designs.
- **February:** Valerie Miller, from Renfrew, creates graphic quilts employing traditional techniques with a modern style. She gave a trunk show highlighting her original custom and gallery pieces.
- **March:** Linda Palaisy is a Free Motion Machine Embroidery Artist. She gave a talk on her interesting thread designs and hand dyed fabric. She enjoys to teach her techniques that turns tiny scraps and crumbs into yardage.
- **April:** Guild meeting was cancelled due to COVID-19.
- **May:** Zoom Virtual Presentation by Janet Baker, Calgary. Topic: Stripping for Fun and Profit. Janet showed her many samples and explained her technique on sewing the strips together in her innovative Show and Tell teachings.
- **June:** Virtual Lecture on Zoom with Fiber Artist Susan Purney-Mark, "On the Surface Design, Colour and Deliriously Fun Stuff". Susan shared her extensive creative projects using many different textile methods.

Several speakers have already committed to present in the Fall/Winter of 2020-2021, and whether virtual or live is still to be confirmed. Information will be shared



with the new incoming programme coordinator. The Guild is always welcoming programming suggestions.

**Bring and Brag:** This popular activity during the latter part of the meeting allows members to showcase their creations. A raffle ticket is given for each item presented and a draw for a prize completes the evening.

## Community Projects

Committee Co-Chairs: Carole Maisonneuve and Lynn Strban

The members of the guild continue to provide quilts for those in need by donating supplies, quilt tops or completed quilts in support of the following charities:

- **Cuddle Quilts: 367** cuddle quilts given to the Ottawa Hospital General Campus (N.I.C.U) for “at risk babies” between September 2019 and March 2020;
- **Interval House: 39** quilts were delivered for the women and children sheltered there;
- **Cornerstone Housing for Women:** 25 quilts were delivered for women sheltered there;
- **Carty House for Refugee Women:** 18 quilts were given to Carty House;
- **CHEO Long Term and Frequent Visitors Charity:** 45 quilts were given to the Volunteer Services for children at CHEO;
- **YM/YWCA T.R.Y. Program:** The TRY program provides low cost housing with support for women who are homeless or at risk of being homeless. We were able to provide 28 quilts to them;
- **Infant and Child Development Program of Algoma Public Health:** 6 quilts were given;
- **Quilts of Valour:** 2 quilts were donated to this organization this year; and
- **Chernobyl, Belarus:** 20 Quilts from our guild were sent to Victoria Vanderlinden and then via Mary Bernard of Brockville for use in the orphanages and affected communities.

Through the generosity and creativity of the membership, we were able to support all the charities listed above until March 2020. At the time of writing of this annual report, Community Projects has not been able to collect or distribute quilts due to the CoVid-19 pandemic restrictions. Quilt collection & distribution will continue once circumstances change and we are permitted to resume.

## Quilt Show 2020

With a team of volunteers set up under Cathy Gaudet's leadership the team were prepared to rent, lease and organize the entire Quilt Show this year. Unfortunately, with the Covid 19 Pandemic the show did not come to fruition.

## Workshops

Committee Chairs: Sandra Baynes, Carol Nicholson

Four workshops were held during this reporting period. Details are indicated below.

Date	Workshop Name	Instructor	# of Participants
September 27, 2019	Jelly Roll Rug	Paulette Warner	10
December 7, 2019	Indigo Dyeing	Bethany Garner	16
February 9, 2020	Surviving January	Bill Stearman	15
June 20 and July 4, 2020	The Hex Trade*	Janet Barker	10
Postponed due to Covid			
	Patchwork Illusions	Paul Leger	
	Quilting with Rulers	Tara Starzomski	
	Sewing Circles	Michele Gagne	

\* Virtual Workshop – July 4th was a follow up meeting.

## Retreats

Committee Chairs: Paula Patterson and Wendy White

This past year, we held four “in-town” retreats at the Notre-Dame-des-Champs Community Centre, 3659 Navan Road, Ottawa. The number of participants and dates were as follows:

Date	Number of Participants
October 18-20, 2019	33
October 25-27, 2019	33
January 17-19, 2020	26
January 24-26, 2020	34
April 24-26, 2020	Cancelled due to COVID19 Pandemic
May 1-3, 2020	Cancelled due to COVID19 Pandemic

## **Guild Challenges**

Committee Chair: Laura Malo

The guild held or participated in the following quilt challenges:

### **A Quilty Road Trip**

Laura Malo designed an original quilt design specifically for the guild. It was a medallion mystery quilt which offered a variety of options. Due to Covid-19, the reveal of these quilts will be held in the fall (TBD) either live or virtually.

### **Canadian Quilter Association (CQA) Member Guild Challenge**

Our guild again participated in this challenge, although there was only one entry. As the CQA has cancelled the annual quilt show, the voting for the national winner will take place virtually sometime in late summer.

### **Postcard Challenge**

Again this year we had a postcard challenge which was to be part of the Christmas gala. Unfortunately, there was a lack of participation so the challenge deadline was postponed until February. As we have not been able to gather, the final quilt made from these postcards has not been shown. Hopefully, next year.

## **Website**

Committee Chair: Carole LaForge

Our website continues to evolve and be a good communication tool to guild communities. It is updated regularly and we had our first online survey in June. We update our calendar to provide our membership reminders about retreats, workshops, sew days and guild meetings. Our website is full of information including our virtual meetings and virtual workshops due to the pandemic.

During this guild year, our website was visited approximately 236 times monthly. The average monthly sessions is 663 by new and returning guests and the page views average over 1200 per month.

Our web site is mobile friendly and is viewed on different types of devices. Approximately 59% of the visits were from desktops, 16% from tablets and 25% from mobile phones.

## **Library**

Committee Chair: Paulette Beauchamp

The Library again had a successful year with Paulette and a team of volunteers. The aid of the volunteers is indispensable. Thank you very much. There were a number of new books and magazines added to our collection on different aspects of quilting. As well, some unique rulers were bought for your use and enjoyment.

Inventory was completed in August. Older books and magazines were culled and readied for our annual book sale. Because of Covid 19 this event hasn't yet been scheduled.

## **Newsletter**

Committee Chairs: Co-Editors - Sonia Latchman and Catherine Pope, and

The newsletter was published 10 times during the year. Each month, it was posted to the website and a notification was sent to the membership with a link to the website. The newsletter contained between 23 and 25 advertisements per issue.

September's newsletter was a challenge as it was the co-editors' first opportunity to create a newsletter. The handover from last year's editor was very helpful and thankfully the process took less time with each successive newsletter. COVID-19 presented another challenge in March 2020. The question of whether to send out a newsletter or not was answered with a resounding "yes!". The executive committee wanted to keep the guild members interested and up-to-date with ongoing planning that took place for activities such as virtual meetings and a Shop Hop. All in all, it was a great year!

## **Newsletter Advertising/Billing**

Committee Chair: Joanne Fox

I am pleased to report that advertising revenues increased by 23% over the previous year and over this year's forecast by 43%. Total number of advertisers increased from 21 in 2018-2019 to 25 at 2020 season end.

This increase can be partly attributed to momentum from the 2019 Ottawa, Quilt Canada show and the anticipated CTQG quilt show planned for Spring 2020 (cancelled due to COVID-19).

Advertising in the CTQG newsletter represents good value and targeted marketing to a large membership for quilt industry businesses.

## Shop of the Month

The Shop of the Month co-ordinators - Denise Stewart and Jean Hogan – monthly bought two gift baskets to be raffled off at our guild meetings. The Shop of the Month stores were:

Meeting	Vendor
September 2019	Maker Savvy Textile Arts, Kanata
October 2019	Kallisti Quilts, Waterloo
November 2019	Quilty Pleasures, Ottawa
December 2019	Quilters Barn & Gifts, Russell
January 2020	Sew-Jo's, Ottawa
February 2020	Paisleys Quilt Shop, Carp
March 2020	3 Dogs Quilting, North Gower
April 2020	Meeting cancelled due to COVID-19
May 2020	Maker Savvy Textile Arts, Karnataka
June 2020	Watergirl Quilt Co.

## Fat Quarter Draws

Fat Quarters had another successful year thanks to the participation each month from many members. Susan Baker and Del Jazey generously gave of their time to collect fat quarters on guild night from the members each month that in-person meetings were held, based on a theme. At each meeting somebody went home with the FQs and a challenge to make a quilt. The vote for the best quilt, usually held in June, was postponed to the October 2020 meeting, due to the spring in-person meetings being cancelled due to Covid 19.

## Sew Days

A no-frill sewing day is held monthly at the Centre Notre-Dame- des-Champs Recreation Centre. Participants come together to sew together, and they bring their own sewing projects and supplies, their lunch and beverages, and their cheerful attitudes. Participation by month is listed in the table below.

Month	# of Attendees
October 12	11
November 9	10
December 14	12
January 11	1 (Freezing rain)
February 8	15
March 14	5

## **Shop Hops**

Two shop hops were held during the year. A successful in-person shop hop in the Fall was organized by Shirley MacFadden. In the spring, due to Covid 19, a virtual shop hop - the first in the Guild's history – was organized by Karin Styhler. It too was very successful and well received by both attendees and participating businesses. A post-event report was written, to document the process, the lessons learned and feedback from participants.