

**Piece by Piece Quilters of Morgan Hill**  
**Board Meeting Minutes**  
**March 23, 2017**

The meeting was called to order by Diane Kirkpatrick at 6:30 pm

Attendees: Pudge Graybill, Diane LeGore, Lydia Palmer, Laurie Perez, Diane Kirkpatrick, Tricia Whitlock, Ron Morton, Jackie Morton, June Okano, Linda Boman, Marti Haan, Pauline Borgens, and Jo Leyva.

1. Approval of February Board Meeting Minutes. (Pauline Borgens). It was moved (Ron Morton), seconded (Jackie Morton) and approved to accept the February Board Minutes as presented.
2. Treasurer's report. \$26,445.54 bank balance as of 2-28-17. (Lydia Palmer)
  - The budget presented last month has an error. The correction budget has a smaller short fall of \$3112 instead.
  - Diane Kirkpatrick suggested we donate \$100 each to the National Quilting Museum, and to the San Jose Quilting Museum. It was moved by Linda Boman, and seconded by Jackie Morton. Approved. Lydia will issue checks.
3. Program. (Tricia Whitlock)
  - March - Linda Ballard, good feedback.
  - April - Quilt Block Pictionary. Pine Tree Quilting Guild of Grass Valley will display their opportunity quilt.
  - May - not determined yet.
  - June - not determined yet. Will ask if Dublin Quilting Guild would like to display their opportunity quilt.
  - August - not determined yet.
  - September - Sheila Collins, mandalas workshop. Contract has been signed.
  - October - Rob Appell, workshop topic to be determined. Contract has been signed.
  - November - Sandra Bruce, pixel portraits workshop. Contract has been signed
  - December - Holiday Party
  - Survey for Freddy Moran
    - 68 people responded to the survey. 33 yes, and 35 no.
    - It is decided to not pursue Freddy Moran as speaker.
  - New Projector and 3 years service contract was purchased from Staples. Total cost \$324.98. Due to concern about the weather condition of the storage shed (too hot in summer), the projector is being kept at Tricia's home. It can be passed to the next program leader next year.
4. Committee Report
  - Membership (Linda Boman). 102 paid members. Linda has sent reminder email to some previous members. She expects more will sign up. Linda will shred the 2013 and 2014 membership forms.
  - Newsletter, Web Site. (Diane LeGore) Survey for Freddy Moran was done through Constant Contact. It was well worth the \$50 charged. She will check if she has Word documents of past minutes since October '16, and will request copies if she needs them. She will post them to our website as time permits.

- Standing Committee (June Okano). We need volunteers for the following:
  - Refreshments: All filled.
  - Block of the Month: All filled.
  - Sew Day Hostess: Need June and August. Also need to confirm Cindy Dalla is scheduled for April Sew Day. If there is no volunteer for August, we may cancel Sew Day for August.
- Philanthropy Committee (Pudge Graybill). Philanthropy committee put together donation quilt kits for Fun Day 2017. They need scraps, interfacing and batting for putting together donation placemats kits. Diane Kilpatrick suggested a possibility of making tote bags for children removed from their homes. Dawn Rieck will get a pattern and more info.
- Members-At-Large. (Jackie Morton) 2 new members at the last meeting.
- Fun Day 2017: 46 members have signed up. There are still openings. Diane LeGore will send out email to members to recruit more participants. Fun Day needs fabrics for their raffle baskets.
- Sunshine Lady. (Diane Kirkpatrick for Ginny). Card was sent to Ruby Nowack.

#### 5. Old Business

- Bank signatures. Done.
- Philanthropy Baskets Volunteers: There is no volunteer for the position yet. Valerie Birt will make 3 more baskets. Suggestions to fill this positions are:
  - volunteer to sign up for 3 months term to put together baskets.
  - volunteer to sign up monthly as currently done for Refreshments or Block of the Month.
- Philanthropy Committee Guidelines Update.
  - Diane Kirkpatrick passed out Guideline for approval.
  - Board agreed to delete item 2. "Shall have the authority to enter into contracts in the name of the Guild, with Board approval, for purposes of fund raising."
- Review By Laws. Required every 5 years.
- National Quilting Day. There was no representation of us at the Morgan Hill Library this year. Diane Kirkpatrick will ask in November for volunteers for National Quilting Day demonstrations at the library for March of 2018.

#### 6. New Business.

- Update Retreat Committee Guidelines. The committee approved the current guidelines as is.
- Loan of Microphone to Kris Thompson. Diane Kirkpatrick has a contract made up for loaning the microphone system to Kris for a memorial service.
- It was moved that Laurie Perez to get a free advertisement in our newsletter for her many hours of donation, time and space for our meeting. Motioned by Ron Morton, seconded by June Okano, approved.

It was moved (Jackie Morton), seconded (Lydia Palmer) and approved to adjourn the meeting at 7:40PM.

Submitted by Pauline Borgens

## **f. Philanthropy Committee**

1. Will be led by a Chair and/or Co-Chair picked by members of the Committee.
- ~~2. Shall have the authority to enter into contracts in the name of the Guild, with Board approval, for purposes of fundraising.~~
3. Chair and/or Co-Chair may purchase fabric and batting for the purpose of making donation quilts.
4. Chair and/or Co-Chair may organize Donation Quilt Kit Assembly days.
5. Will encourage members to each make a quilt for donation.
6. May have a raffle each month to raise funds for philanthropic purposes. Ten percent (10%) of the proceeds may be used for the purchase of goods for future raffles.
7. Shall encourage members to donate food to the local food pantry through a drawing each month for a gift certificate financed by the Philanthropy Committee.
8. Shall recommend to the membership what projects or organizations to benefit from philanthropic fundraising or other donation proceeds.
9. Shall recommend the organizations that receive quilt donations to be voted on at a General meeting no later than June.

**Piece by Piece Quilters  
Budget 2017**

<b>Ordinary Income/Expense</b>	<b>Budget</b>
<b><u>Income</u></b>	
Ad Space	150.00
Fun Day (Open Sew 2017)	1,000.00
Guild Workshop	1,500.00
Affiliates-Dues                      200.00	
Guest-Dues                              15.00	
Membership Dues-Other            4,100.00	
Total Membership Dues	4,315.00
Philanthropy	
Opportunity Baskets                      750.00	
Total Philanthropy	750.00
Retreat	13,000.00
Shovunda	700.00
<b>Total Income</b>	<b>21,415.00</b>
<b><u>Expense</u></b>	
Bank Expense	12.00
Contest (UFO's, etc)	25.00
Other Donations	200.00
Fun Day	1,000.00
Guild Workshops	2,000.00
Holiday Party	500.00
Insurance	500.00
Meeting Supplies	250.00
Membership	
Postage                                      20.00	
Membership Card & Labels            50.00	

Total Membership		70.00
Philanthropy Expense		850.00
Post Office Box		86.00
Programs		3,500.00
Rent		
Guild Meeting Room	900.00	
Storage Locker	1,309.00	
Total Rent		2,209.00
Retreats		13,000.00
Treasurer Expense		25.00
Website		300.00
<b>Total Expense</b>		<b>24,527.00</b>
<b>Net Income</b>		<b>(3,112.00)</b>
<b>Shortfall</b>		<b>(3,112.00)</b>