



Nebraska State Quilt Guild

NEBRASKA STATE QUILT GUILD

Board and Committees

October 25, 2008

Prairie Point Junction, Cozad, NE

APPROVED VIA E-MAIL

Bea Bauerle, 2008 President, called the meeting to order at 9:36 am CT.

Meeting packets were distributed.

The following Board members and committee chairs were present:

Darice Cecil, Membership/Quilt Mom
Beryl Knotwell, Bylaws
Barb Hinrichs, District III Director
Beth Guth, Historian
Nancy Shavlik, District II Director
Debbie Krugman, District I Director
Cindy Scheinost, QNE 2008
Sandy Hanson, QNE 2008

Susan Seidel, Treasurer 08
Marty Kleppinger, Treasurer 09
Chris Steinke, Site Selection
Bea Bauerle, 08 President
Merikay Gengenbach, 09 President
Kandy Adams, Secretary
Carol Brandl, QNE 2009
LeAnn Frobom, QNE 2009

SECRETARY'S REPORT: See handouts.

Minutes of the previous meeting were approved via email. The minutes are sent via email or snail mail to *all* board members and committee chairman, whether present at the meeting or not, who may submit corrections or clarifications. An "approved" or "not approved" response to the minutes is required from the Board members present at the meeting.

Minutes of the annual meeting were approved as corrected via email.

A 2008 year end report was submitted.

TREASURER'S REPORT: See handouts.

Treasurer Susan Seidel reported third quarter 2008 income of \$ 21,479.79; expenses of (\$ 6,845.54); net income of \$ 14,634.25. Total *year to date* net income is \$ 8,064.16.

Total NSQG assets including checking, savings, and CD's is \$ 73,913.83. It was noted that the three NSQG CD's will mature shortly and Susan will seek out the best renewal rates and terms keeping in mind that at least one (and possibly more) of the CD's will probably be given to the IQSC Pledge Fund to complete our pledge in July.

Discussion was held to clarify whose budget, NSQG or Quilt Nebraska, pays the costs described in the NSQG State Quilt Guild Policies and Procedures, Other QuiltNebraska Policies, paragraph three.

***Debbie Krugman moved to amend the NSQG State Quilt Guild Policies and Procedures, Other QuiltNebraska Policies, paragraph three to read:**

Each QuiltNebraska Chairperson, a maximum of three, shall receive meals and the cost of one-half room for three nights during their convention. The following year each immediate past Chairperson, a maximum of three, will receive a paid, full registration package. These costs will be the responsibility of the NSQG budget. (Amended 10/25/08)

Nancy Shavlik seconded – motion carried.

The 2008 third quarter sub-total for the IQSC Pledge Fund is \$ 10,513.10, with the total pledge fund balance at \$ 121,865.39. An additional deposit since the end of the third quarter of \$1,528.50 puts the total to date at \$ 123,393.89.

Questions concerning the handouts should be directed to Susan.

***Debbie Krugman moved the Board approve the Treasurer's report.**

Nancy Shavlik seconded – motion carried.

DISTRICT DIRECTOR'S REPORTS

Region I: See handout.

Debbie Krugman read the report submitted by Lois Wilson detailing the plans and information for a Quilt Gathering on Saturday, November 1, 2008, from 1:30 – 4:00 pm at the Cooper Support Response Facility in Auburn, NE. Peg Pennell is the featured speaker and southeast area quilt shop owners will be sharing tips and techniques. The Auburn, Pawnee City and Syracuse quilt shop owners will provide refreshments and Sharon Clark will provide a small quilt show. Information on NSQG and the IQSC&M will be presented. Those attending are invited to participate in a quilt “show and tell” time. The event is free.

Region II: Nancy Shavlik announced that their spring function, which was cancelled due to the snow storm, featuring Ruby and Louise will be Saturday, November 1, 2008, in Tilden, NE.

Region III: Barb Hinrichs reported that Region III is planning to continue their support of the Spring Fling Retreat in Curtis, NE, for 2009. They plan to ask for more time to present information on membership in/benefits of NSQG and more recognition for NSQG in its sponsorship of the event.

Region Directors were reminded to submit any budget requests in their annual reports so that they may be considered at the January budget committee meeting.

COMMITTEE REPORTS:

Quilt Nebraska 08: See handout.

Cindy Scheinost and Sandy Hanson presented a detailed final report on QNE 08, "Stars over the Pine Ridge." It was reported that \$ 17,027.32 profit is being returned to NSQG, including \$ 1,115.16 in profits from the Quilt History Day. The QNE 08 report highlighted the numbers participating in each activity and class. It detailed the many successes of the event and made several recommendations for future QNE planning. Computers and use of the internet continue to advance the ways in which the paperwork of QNE is handled. A centralized site needs to be developed for forms, etc., to be accessed by all future QNE chairman to standardize the information. The report offers many excellent ideas, suggestions and solutions for future QNE's along with a good planning timeline on contacting national teachers.

The "extra lecture" offering remains confusing and needs addressed in future registration materials. "Extra lecture" participants must be registered for QNE. Extra banquet tickets were intended for family or friends of registered participants, not individuals wanting to take "extra lectures." Both situations need additional clarification.

The new sample national teacher contract was presented.

Jan Sears provided a report on the Silent and Live Auction held at QNE 2008.

Quilt Nebraska 09: See handout.

Merikay Gengenbach, Carol Brandl and LeAnn Frobom presented information on QNE 09 and Quilt History Day based on planning activities to date. Katy Coleman will be coordinating the live auction including "celebrity" donors. Linda Reisberg is coordinating the table decorations and the extra napkins will become a part of the auctions. Rebecca Schaefer will handle the photography and friendship exchange. Sandi Kosch is arranging the t-shirts, totes and pins, and Sheila Green and Jo Anne Bair are planning the Quilt History Day. A chairman for the vendor's mall is still needed; an assistant has been found. Information to the vendors will be sent out shortly and their selection made before spring Quilt Market. Vendors will also receive the class supply lists once known to help them stock their booths and will be asked to contribute door prizes to be used during QNE. Jan Sears may serve as a hostess for a bus chartered from the west end of the state and then the bus would remain in service as a shuttle between the hotel and the IQSC&M during QNE. The Lincoln Visitor's Bureau will assist with welcome packets and registrations. The Marriott will supply three complimentary rooms to NSQG. One hundred and twenty one individual hotel rooms have been reserved to date at the Cornhusker Marriott. Classroom space concerns will be handled by contracting with St. Paul's Methodist Church (guarantee 4 rooms) and other sites. Food costs are the greatest concern and continue to change upward in addition to an automatic 22% gratuity and 7% sales tax. (Income estimates based on 325 participants at 225.00 each for QNE). Many ideas and suggestions were presented to cut costs in regard to the menus, events and budgeted items.

A finalized budget will be presented at the January budget meeting.

Awards: No report.

Bylaws and Policies: No report.

Education: No report.

Historian: The NSQG scrapbook will be presented at the February 2009 meeting.

Library: No report.

Marketing: See handout.

Items sold to date (prior to Threads) totaled \$ 648.85. New items were added this year and old items were grouped and sold during QNE. There are still a large number of original NSQG pins available. Barb Hinrichs shared that it is fun to work to sell the items.

Membership: See handout.

Darice Cecil reported current membership at 717 renewals and 135 new memberships for a total of 852 members, not including 6 complimentary memberships. 209 members from 2007 have not renewed.

2009 memberships are starting to come in since publication of the new membership renewal form in the October newsletter.

A suggestion was made to mail a notification card to the membership receiving the newsletter electronically that their membership was ending. For those receiving the newsletter by print, the membership year information is on the mailing label.

A 2008 year end report was submitted from the membership chairman. The renewal period was changed to move it out of the Christmas holiday season. It recommended the position be a two year appointment beginning with the year that the membership book is printed. Soliciting shop information needs to be streamlined with advertising for the newsletter. Membership by a "guild" needs defined so there is a one person contact.

It is also recommended that a new computer with internet access be purchased. Darice was asked to prepare specifications for a new computer.

Newsletter: See handout (information on the bottom of membership report).

The August newsletter was sent electronically to 201 members with 650 printed copies mailed. The October newsletter was sent electronically to 204 members with 656 printed copies mailed. Failed delivery returns are investigated and resolved if possible.

Raffle Quilt 08: See handout.

Darice Cecil reported all 5,000 tickets were sold. The quilt was displayed in thirteen locations. Income was \$ 5,010.00 with expenses of \$ 428.51 for net income of \$ 4,581.49. The winner was Linda Stevens of Greenwood Village, Colorado. The quilt has been delivered to her.

Raffle Quilt 09: Merikay Gengenbach reported that half of the tickets have already been sold. Any representative having a function should contact the quilt mom or Merikay so

that they will have ticket packets available for sale. The IQSC will display the quilt on November 1, 2008, and allow ticket sales. Anyone wishing to display the quilt should contact Linda Maloney, 75459 Rd 439, Lexington, NE, 68850. Phone 308-324-3662 or email: limaloley@yahoo.com

Quilt Nebraska Site Selection: Chris Steinke reported that QNE 2012 will be held at the Embassy Suites at LaVista, NE, contact is Angie and Jessica. Both Embassy Suites reps have met with Pat Varner, Co-Chairman for QNE 2012. Sites for consideration in 2013 in western NE include possible sites of Chadron, Valentine, and Grand Island.

Nebraska State Fair: See handout.

A 2008 year end State Fair report was submitted containing an excellent time line and job description. This information will be shared with Grand Island officials as they prepare to host the NE State Fair in future years. The 2008 chairs will continue for another year (2009). Following the 2009 fair, a storage location needs to be found for NSQG materials used in the displays.

“Threads Across Nebraska”: See handout.

Nine hundred twenty one (921) people attended the event. Thirty-three vendors were present from six states. Profits were \$ 3,998.46. Leanne Killion, of Kearney, has volunteered to chair the 2009 event in Grand Island.

IQSC Pledge Fund Committee: See handout.

Katie Wilson chaired the IQSC pledge fund activities at Threads. A total of \$ 1,528.50 was raised at this event. Jan Sears was the winner of the QNE 2009 registration package raffle (paid from NSQG budget).

Website: No report.

It was noted that QNE 09 information is now available on the website and a link to pictures from QNE 08 is there.

Surfin Stitchers: See handout.

There are currently 245 members. The list is updated monthly.

Information received on the 2008 Silent & Live Auctions at QNE 08 will be forwarded to Katy Coleman, QNE 09 chair.

UNFINISHED BUSINESS:

Bea Bauerle will forward the list of QNE 09 \$ 50.00 gift certificate winners from the white gloves drawing during the NE State Fair 08 to the QNE 09 Co-Chairman when she has received it. These will be paid from the NSQG once the recipients have registered for QNE 09.

Bea Bauerle announced that the new NSQG quilt rack is here. It was purchased through the Quilt Rack in North Platte, NE. A thank you was sent to Lisa DeBord for providing it to NSQG at cost plus shipping.

*** Susan Seidel moved to transfer the profits from Threads 2008, the 2008 raffle quilt profits and the 2008 Memorial Fund money to the Quilt Study Fund.
Debbie Krugman seconded – motion passed.**

NEW BUSINESS:

***Kandy Adams moved to amend the NSQG State Quilt Guild Policies and Procedures General Operating Procedures, paragraph two to read:**

The approved minutes of the four Board meetings will be published on the NSQG website with notice of availability printed in the newsletter. The annual meeting minutes shall be published in the June Guild Newsletter preceding the next annual meeting. (Amended 10/25/08)

Barb Hinrichs seconded – motion passed.

The secretary will send a final approved copy of the Board minutes to all Board members and committee chairs once all responses have been received. (The minutes will not be reprinted in the packets for each meeting)

Discussion was held on approving the disbursements of funds requested by Lois Wilson in her report for the Region I Quilt Gathering in Auburn, NE. It was determined that all requested amounts were previously approved in the quilt gatherings budget. Debbie Krugman stated that any Region I event that she might host before the next budget year will not be high in cost.

A mileage reimbursement for NSQG sponsored presenters was discussed.

***Merikay Gengenbach moved to allow 48¢ per mile, round trip, mileage for presenters at NSQG sponsored events.
Debbie Krugman seconded – motion passed.**

***Debbie Krugman moved to accept the Quilt NE XXXX National Teacher contract as presented developed by Sandy Hanson.
Susan Seidel seconded – motion passed.**

Bea Bauerle read a letter requesting a one-year QNE registration deferment from Donna Stratker, QNE 07 co-chairman, from QNE 08 to QNE 09.

***Susan Seidel moved to honor the request of Donna Stratker (QNE 07 co-chairman) to defer her paid registration for QNE 08 to QNE 09.
Debbie Krugman seconded – motion passed.**

***Susan Seidel moved to amend the NSQG State Quilt Guild Policies and Procedures General Operating Procedures, Other Quilt Nebraska Policies, paragraph three to read:**

Each Quilt Nebraska Chairperson, a maximum of three, shall receive meals and the cost of one-half room for three nights during their convention. Within the next two years each past Chairperson, a maximum of three, will receive one paid, full

*registration package. These costs will be the responsibility of the NSQG budget.
(Amended 10/25/08)*

And strike (delete) NSQG State Quilt Guild Policies and Procedures General Operating Procedures, Other QuiltNebraska Policies, paragraph four.

~~*The Chairperson(s) may submit a one-year deferral request, in writing, to the President for board approval. (11/15/03)*~~

Debbie Krugman seconded – motion passed.

***Susan Seidel moved to amend the NSQG State Quilt Guild Policies and Procedures General Operation Procedures, Other QuiltNebraska Policies, paragraph five to read:**

The Chairperson(s) will forfeit their registration package(s) if the QuiltNebraska profits have not been transferred to the NSQG Treasurer, along with the complete closure of the QuiltNebraska account by the October Board meeting following QNE in July. It will be the duty of the president to see that this responsibility has been fulfilled. (Amended 10/25/08)

Barb Hinrichs seconded – motion passed.

***Susan Seidel moved to amend the NSQG State Quilt Guild Policies and Procedures General Operation Procedures, Other QuiltNebraska Policies, paragraph two to read:**

QuiltNebraska shall have its own treasurer appointed by the QuiltNebraska Chair(s). The NSQG Treasurer will appear on the signature card along with the QuiltNebraska Treasurer. The QN Chair(s) will be on the signature card. The seed money for QuiltNebraska will be \$ 4000.00. (Amended 10/25/08)

Barb Hinrichs seconded – motion passed.

***Debbie Krugman moved to accept a \$ 50.00 donation for the old NSQG President's laptop computer after the hard drive has been reformatted.**

Nancy Shavlik seconded – motion passed.

***Susan Seidel moved to provide a complimentary 2009 NSQG membership to each quilt shop owner who hosted a 2008 NSQG Board meeting as a thank you.**

Nancy Shavlik seconded – motion passed.

(Quilter's Cottage, Kearney; Silver Thimble Sewing Center, Ogallala; Prairie Point Junction, Cozad)

The membership chairman was instructed to supply memorial names to the newsletter editor for an article in an upcoming newsletter. (Known at this time: Sara Dillow, Mildred Parker, Ruth Borowski)

Merikay Gengenbach presented newsletter editor bids for the 2009 contract period. Two proposals were received from Betz McMahon, each a different print amount (700, 1000) of the newsletter. (See handout)

***Debbie Krugman moved to accept the newsletter editor bid from Betz McMahon for a 700 print quantity, options B & F in the amount of \$ 12,100.19.**

Nancy Shavlik seconded – motion passed.

Options B (black on ivory print) and F (full 12 pages color on white + 4 pages membership on ivory) = six newsletters (print (700 qty.) and electronic) and Membership Supplement as 4 additional pages to 12 page newsletter. Total 2009 costs for 12 pages plus one issue with 4 extra pages including taxes and 2 inserts: \$12,100.19.

Thank you correspondence received by the NSQG was shared from a 4-H Quilt Quest award recipient, from Sheila Green for her Golden Thread award and from Katy Coleman, 2008 Pride of Nebraska winner at the State Fair.

Cindy Scheinost, QNE 08 Chairman, requested that the Board consider and implement recommendations in their report for future QNE events, especially the formation of a centralized location for information and forms. A password protected site within the NSQG website is one suggestion.

Recommendations from year-end reports and posting the Policies and Procedures on line will be acted on at the February Board meeting under unfinished business. Budget recommendations will be addressed at the Budget/Finance Committee in January.

Susan Seidel reminded Board and committee chairs to submit all expense and/or deposit forms (other than membership deposits) to her by November 30th so the treasurer's book may be closed and audited to go to the new treasurer on January 2, 2009.

The Budget/Finance Committee meeting will be January 10, 2009 at Quilter's Cottage, Kearney, NE.

The next Board and Committee meeting will be February 7, 2009 at the City Library, Seward, NE.

The meeting adjourned at 2:20 pm CT.

Respectfully submitted,

Kandy Adams, Secretary NSQG