

# Cotton Boll Quilt Guild Board Meeting Minutes



**Location:** Zoom Video Conference

**January 24, 2024**

Present: Michelle Kloeti, Teri Meinhardt, Cathy Browne, Judy Wood, Kamie Loomis, and Pat Hobaugh (2:22). Irene Nelson unable to attend.

## **2:02 Meeting Called to Order by Teri Meinhardt**

**Teri's first item on the agenda was budgets.** She asked each committee chair and board member for her 2024 budget.

<b><u>Committee</u></b>	<b><u>Budget Amount 2024</u></b>
President	\$50 (postage)
Membership (Vice President)	\$1,400
Social Media	\$484
Programs	\$1,120
Treasurer	\$226
Retreat Committee	\$100
Secretary	0

After budgets were presented, the board voted. Michelle Kloeti moved to accept the 2024 Cotton Boll Quilt Guild Budget. Judy Wood seconded the motion. All members present approved. No one opposed. **2024 Budget passed.**

**Judy Wood discussed the upcoming programs.** She also outlined her plan for bringing in new members via **a beginning sewing class.** Teri conveyed that she thought the class should be open to non-members. After much discussion, board members decided that participants should be members of the guild. This is supposed to be a "fundraiser and membership booster for guild. Michele Kloeti moved that the attendees have to be guild members. Cathy Browne seconded the motion. All members present were in favor. It was agreed that the class would cost \$60 (\$25 for class and \$35 for guild membership) for six weeks. Different ideas as to how to advertise the sewing class were proposed. Some of the ideas mentioned were: Library, Chamber of Commerce, and Hobby Lobby.

**Teri then broached the subject of new membership and the flow of information.** She updated the membership form and drafted a new "Welcome" letter. The letter states that the new member should be on the lookout for a guild email. If one is not received, the new member needs to contact Kamie Loomis, membership chair as soon as possible. The current information flow for new

members is: Treasurer to Membership to Social Media. It was determined that this chain of information was not always foolproof. Michelle Kloeti recommended that a texting thread be formed between board members. When a new member joins, the treasurer will send a picture of membership form to board members. That way the social media chair can add the member to the email list and membership can disseminate guild information via text and email. This texting thread would be used on members joining after February when directory is already printed.

Teri continued to next item on the agenda – **Need Bylaw Committee**. She asked board members to assist in the process of procuring a bylaw committee.

In addition to a bylaw committee, the **guild needs to have a financial audit** performed. The person undertaking the audit needs to be a guild member. Teri asked Brenda Gerbec, but she is out of town. Board members suggested asking Ann Bentley, Gail Chandler, Harriet Haughton, and Nola Chambers to perform the audit.

Michelle Kloeti reminded the board to ascertain the **movement of the May date of the guild meeting due to the retreat**. She also mentioned that the **December date that doesn't get used** due to the Christmas party, should be used at another time. Judy Wood said the program committee will use this day for a guild activity.

Michelle then addressed the guild with **Retreat Information**. The cost is set up based on 25 members attending.

- Single Room \$370
- Double Room \$290
- Triple Room \$275

No refunds will be given if the participation drops under 25 members. Those arriving the night before will split the cost of the meeting room \$100. The “early bird” privilege will be open to retreat committee members and executive board members that are voting members. Extra Night Cost:

- Single room \$53.50
- Double room \$53.50
- Triple room \$64.20

Meeting was adjourned at 3:13.

Recorded and submitted by:  
Irene Nelson, Secretary  
Typed on 2-14-24