

Meeting start: 6:30 p.m.

Attendance: Linda Odell (Chair), Candy Byrd, Donna Dooley, Darlene Massey, Debi Cross, Rhonda Gianturco, Gina Vivian, Ingrid Kross, Vicki Marsh, Marilyn Rivera, Peggy Taylor, Pat McNabb, Gala Damato, Lee Taylor, Jeanne Surber, Patsy Bowman, Rita Crawford and Denise Vassar.

Linda read the meeting agenda to all present.

- Guild member reservations for the Symposium will begin in November
- Publicity to be ready by October 18
- Registration forms should be ready to send out
- Name tags should be ready and waiting for attendance count to make
- All are asked to get quilts ready to hang on church walls for decorations to encourage attendance
- List of preliminary vendors and the room where they will be located

Minutes: Marilyn Rivera motioned, Pat McNabb seconded, to approve the July 15, 2019 minutes as submitted with the correction under Budget: **Mileage will be set at 50 cents per mile over 50 miles.** Motion passed.

Committee Reports:

Linda reviewed what to expect during and of the Committee reports.

- Reports to be no more than five minutes in length.
- Questions will be asked at the end of the meeting on the Committee reports.
- Work closely with the Budget Committee so funds can be monitored closely.

Classes: In Carol Richardson's absence, Linda turned in to Pat McNabb one teacher contract and reported the following:

- Nine teachers are confirmed for the Symposium, with five more possible teachers.
- Full-day teachers will be paid \$200.00, half day class teachers will be paid \$120.00.
- Denise Vassar does not wish to be paid for her class.
- Carol Richardson will add her EPP class if needed to fill out schedule.

Discussion was held regarding if a class is self-sufficient (8-10 are in class), the class will be held. If class is not self-sufficient the class may be cancelled. It was also noted the teacher payments were not discussed amongst the Committee; Carol had determined the prices with the intention of being reasonable and keeping the Symposium self-sufficient. Morning sessions will be 9 a.m. to noon, and afternoon sessions will be 1-4 p.m.

Discussion was also held regarding half day teachers being paid \$40.00 more for a full day (two sessions) than the full day teachers.

ACTION: Pay difference to be sent back to Committee for further discussion and brought back to the Committee.

Publicity: Candy Byrd reported the Committee needs more direction on actions the Committee is supposed to be doing. The Committee directed the Committee on publications and businesses to contact for publication of the event. Committee needs to contact businesses and so the ad can be in the publications on time.

Discussion was held regarding the logo for the Symposium. Candy provided the one logo submitted, with the designer saying she would make the quilt and provide the pattern for free. After much discussion and appreciation of the offer, the Committee did not feel the design was appropriate for the event. **After further discussion, the Committee voted a logo is not needed.**

Advertisement on radio stations is to be held off until after Guild members have signed up for the Symposium.

Facilities/Clean Up: It is understood everyone is expected to help clean up. "Paul" said he would check behind and help set the meeting room back up for \$200.00. Paul isn't cleaning up; he is helping to make sure all is put back.

Welcome: Marilyn Rivera reported no change.

Door Prize: Donna Dooley provided a paper report for the file and reported the following:

- Committee has received the approved letter to solicit for donations.
- Committee asked the group to provide names of any possible contacts to call for donations.
- Spreadsheet of possible donors by end of September will be completed, with a mailing in mid-October.

Discussion on door prizes, raffles and silent auction. The Committee agreed 5-7 "nice and big" door prizes to be won by a drawing of registration tickets. Winners do not need to be present. Donna asked for everyone to consider donating! She will also encourage the Guild members to help with donations.

Hospitality: Darlene Massey reported prices and menus for three eateries. Debi Cross motioned and Pat McNabb seconded, to go with the "all you can eat salad bar lunch" provided by the "church ladies" for \$10 per person. Motion passed.

Registration: Rhonda Gianturco reported no change.

Vendors: Lee Taylor reported she has one paid vendor and five commitments (not paid yet). There is only one remaining spot for vendors, so Lee will not contact further possibilities until she has heard back from the ones she has already contacted. Vendors will be located in the gym.

Discussion was made that with attendance being small for the Symposium and that the larger vendors are not interested; it isn't profitable for them to participate. It was noted that attention should be given to the fact the vendors help to increase attendance and should be listed in the event publications. Question was asked of Lee Taylor whether there is a possibility of the Vendors to offer a drawing for a gift. This would help people go in to see the vendors.

Discussion was also held regarding the offer of Al Hunt attending and servicing machines. It was agreed that if Al would like to pay a fee, like the other vendors, he could do so. It would not be appropriate for him to provide services without paying as he does for local bees.

Classes: In Carol Richardson's absence, Linda reported the confirmed classes but not contracted as follows:

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|--------------------------|----------|------------------------------|
| • Joy Duke | Full Day | Bamboo Felt Iris |
| • Isobel Meekins | Full Day | Spring Star |
| • Randee & Daryl Tassara | Full Day | Project to be determined |
| • Debbie Long | Full Day | Project to be determined |
| • Gail Lockhart | Full Day | EPP project to be determined |
| • Barbara Blanton | Full Day | Beginning Applique |
| • Denise Vassar | Half Day | Barn Quilts (two sessions) |
| • Liz Cossaboon | Full Day | Precut Feedsack Kits |
| • Michelle May | | Wool Pincushion |

Other possible classes are as follows:

- | | |
|---------------------------------|----------------------|
| • MaryAnn Grocki | Electric Quilt |
| • Cathy Weathers | Quilting with Rulers |
| • Paula Harr | Clothesline Basket |
| • (Still looking for a teacher) | Thread Painting |

Debi Cross noted she knows MaryAnn Grocki wants to teach the class and the sessions would be half day. More half-day classes need to be added. It was also pointed out that the classes skill levels need to be promoted to encourage possibilities for new members to join the Guild.

Budget: Pat McNabb reported that before Committees can begin purchasing materials, the Committee budget needs to be approved. Before the Committee budget can be approved, the Symposium budget needs to be approved. Pat has received a Committee budget from only the Facilities Committee. All were reminded the goal is for the Symposium to break even, but it would be nice if it could make a profit.

Pat also expressed concern on the contract with the guest speaker, explaining there were too many “open ends” on it. After further discussion, it was expressed in the future the contract should be reviewed more closely.

It was again stated the Committees need to submit their budgets to the Treasurer.

Linda asked if there were any other questions or concerns.

- Parking was brought up and it was pointed out that parking is available in the church parking lot, across the street at the library, and/or in the street.
- For clarification, the Committees are free to spend as they deem fit as long as they stay within their approved budget.

Announcements:

Next meeting will be Sept. 16. The Symposium Chair, Secretary, and a few others, will not be attending the meeting. The meeting will not be cancelled; it was agreed at the beginning no meetings will be cancelled for people being unable to attend. Jeanne Surber, President of the Guild, agreed to chair the meeting and will find someone to take minutes.

Committees are to have a representative at the Day and Night meetings to report and answer any questions Guild members may have of the Symposium. This is to start with the September meetings. This also provides a great opportunity to ask members for help with the Committees or donations.

Items for the September agenda need to be submitted to Linda Odell before next Monday (August 26). The agenda and today’s minutes will be sent out before the September meeting.

Linda reminded everyone that the Symposium forms are posted on the website under the Symposium page in the Members Only section.

Meeting adjourned 7:53 p.m.

Respectfully submitted,
Debi Cross
Symposium Secretary