

*Peninsula Piecemakers Quilt Guild*  
*P.O. Box 1295*  
*Newport News, VA 23601*



## **Board of Directors Meeting**

November 18, 2019

### Attendance:

President: Jeanne Surber

Executive Treasure: Ingrid Kross

Day Coordinator: Rita Crawford

Day Secretary: Vicki Marsh

Night Treasurer: Pat McNabb

Parliamentarian: Monica Brogan

Vice President: Lee Taylor

Executive Secretary: Barbara Linde

Day Treasurer: Gina Vivian

Night Coordinator: Marilyn Rivera

Night Secretary: Carol Richardson

Call to Order Jeanne Surber called the meeting to order at 5:54 P. M.

Members Present: Jeanne, Rita, Pat, Lee, Barbara, Marilyn, Monica, and Carol were present. Ingrid, Vicki, and Gina were absent. Denise Vassar was a guest.

Old Minutes: Barbara corrected the date on the minutes she had emailed to the BOD. The date on the email version was August 19 instead of October 21. She distributed revised paper copies with the correct date of October 21, 2019. Monica asked about the number of BOD members needed for a quorum. Jeanne will send her a copy of the by-laws. Pat motioned to accept the minutes as corrected. Carol seconded. The motion carried.

Treasurer's Report: Jeanne reported that the check from the Newport News Fall Festival was initially placed in Miscellaneous, but was moved to Community Service. Barbara asked for the dates of the budget year and was told the budget year is January-December. Barbara motioned to accept the treasurer's report and Carol seconded. The motion carried.

### Old Business

Pins: Marilyn reported that she has asked Carol Darby for a copy new design so she can order the pins.

### New Business

December Day and Night Programs: Marilyn says she needs money from both the day and the night program budgets for the December programs.

Program Budgets: There was discussion about which accounts receive the earnings from the various activities. Pat said the fat quarters, etc. go to the coordinator's budget. Carol said the Monthly Mini earnings to to programs, and that Joy Duke announces this fact at each night meeting. Pat cautioned everyone to be mindful of total amount when planning programs.

April 2020 Day and Night Programs: Barbara brought up giving Roy Moore a donation for the April day and night programs. Jeanne suggested giving him money ahead of time so he can buy dress clothes for the youth who accompany him. Pat made a motion to give him \$250.00 per program, for a total of \$500.00. Lee seconded and the motion carried. Jeanne will send him a check.

May 2020 Night Program: Barbara reported that Candy Byrd has booked Kim, from the Colonial Williamsburg Textile Division. Kim has requested a donation to the Colonial Williamsburg Textile Division in lieu of a speaker's fee. Marilyn moved to offer \$250.00. Pat seconded, and the motion passed. Barbara will notify Candy of the decision.

July 2020 Day and Night Programs: Barbara reported that she had been in contact with Deborah Schupp, who asks \$425.00 per program, and \$475.00 for a 3-4 hour workshop, plus mileage. Barbara felt that the rate was too high for the Guild to pay, and other BOD members agreed. Barbara will notify Deborah of the decision. Carol suggested having a birthday party on Saturday, July 11, at the Hilton Baptist Church. The party would be in place of the regular day and night meetings. Barbara will organize the party.

National Speaker for 2021: Lee is working on this.

Day Programs: Jeanne reported that Ernestine has resigned, and we need a new coordinator for day programs. Some programs are already in place. Kitty Tully will be speaking in February; Barbara Linde will present a slide show in March, Roy Mitchell will speak at both chapters in April. The BOD agreed to have the Collections program for both the day and night programs in January. Jeanne and Barbara thanked everyone who has helped with the programs.

Honor Quilts: Monica asked who was in charge of honor quilts. Jeanne said it is Trina Murray and Terri McHenry.

Small Service Projects: Jeanne said we need committee members, as there aren't any currently. We also need ideas for projects to present to the members in January. Lee will explore an idea from a customer; sending baby quilts and fabric donations to a group that sends baby quilts to Honduras. She will contact pediatrician Dr. Susan David for more information. Carol suggested keeping the NICU and cancer ward projects for Riverside. Jeanne proposed making zipper bags for toiletries. Barbara will contact Lynne Finding of LINK to see about their needs. Pat will contact the Veterans' Kitchen. Monica will check with the Transitions project. Barbara suggested scheduling a service project sew day at a later date.

Christmas Gifts: Marilyn reminded Rita that she needs gift cards for the four workers at the Courthouse Way Community Center, and that the money comes from the day coordinator's budget. There was some discussion about giving gift cards or checks, and the BOD agreed on checks. Jeanne motioned to give \$25.00 to each worker, Barbara seconded, and the motion passed. Rita will get checks for the workers. Jeanne will talk to Gala about gifts for the night maintenance staff at Riverside. Marilyn suggested cookies and a card.

National Speaker for 2021: Lee said she might try to coordinate with Colonial Piecemakers, since Tidewater does not want to share the speaker. Marti will be here for the Friday day meeting presentation, Saturday workshop, Monday workshop, and Tuesday night meeting presentation.

Night Program Financial Procedures: Barbara asked what kind of information she needs to submit, and when. Pat said Barbara should submit an expense report for night programs by the end of the year.

2020 Budget: Pat reminded the BOD that they need to present a new budget to the Guild members in January.

Adjourn: Pat moved to adjourn, Carol seconded, and the motion carried. Jeanne adjourned the meeting at 6:45 P. M.

Respectfully submitted,  
Barbara Linde  
Executive Secretary