

Friendship Knot Quilters Guild, Inc.

September 2012 Board Meeting Minutes

Acting Secretary: Helen Lucas

Board Members Present: Anna Avery, Cass Bowen, Karla Lynch, Helen Lucas, and Ellen Simon

Meeting began 9/11/2012 at 6:00 PM

Cass Bowen, President, presided over the meeting.

1. Anna Avery Vaughn, 2nd Vice President, announced her resignation starting immediately. Anna will continue to do the meeting room set-up through the end of the year. Karla will assume responsibility for the Holiday Party.
2. Guild Policy discussion regarding revisions:
 - a. When Policy revisions are completed the board will vote on approving them.
 - b. "Use of Information" Policy stated on membership form:

The following statement will appear on the 2013 Membership Form: "Members are advised that participation in the Guild and its activities may result in the use of their name/picture in guild publications, i.e., newsletter, meeting minutes, quilt show publications, FKQG website, etc. The member agrees to hold harmless the Friendship Knot Quilters' Guild and its members. By signing this form, you have read and agree to the above Use of Information Policy."

The check-off list regarding member participation in the different areas of the Guild will be removed from the membership form and included in the "Welcome" letter provided in the New Member folder. It will also be stated that members are expected to participate in the organization by volunteering for committees and Committee Chair positions when needed.

c. After discussion regarding whether or not to password-protect the newsletter on the website, it was decided that this was not necessary.

d. A policy allowing the Guild to announce information regarding member-owned quilt related businesses will be allowed, i.e., business openings, closings, relocations but not to include promotion of products or classes.

e. Education Policy Revisions:

- i. There was a discussion regarding the ever increasing speaker fees. The cost of the class must be increased accordingly. A motion was made by Karla, seconded by Helen to increase class fees for the year 2013. This will override the previous increase discussed at the April Board Meeting. Half day class will be \$25 and full day \$35. In 2014, the cost of a half day class will be \$30 and \$40 for a whole

day. Non Member fees have not changed. They are \$35 for half day class and \$50 for Full day. The motion carried unanimously.

- ii. Classroom etiquette policy: as a reminder of the policy, a handout regarding this will be given to the member at the time of class registration. If a member registers by email, the policy will be emailed back to them.

c. Quilt Show policies:

- i. Discussion was held on whether or not to remove the “No Kits Allowed” rule currently stated in the 2013 Quilt Show Rules. Kit quilts are defined as a kit packaged to include fabric choices and pattern chosen by the shop and purchased by the quilter, i.e, not the quilter’s choices. Ellen made a motion, seconded by Anna to eliminate the “No Kits Allowed” rule from the 2013 quilt show rules and implement the change for the 2015 show. There should be a place on the judging form noting when a kit was used. The motion passed unanimously.

- 3. Ellen Simon was concerned that no insurance was purchased for the Hoffman Challenge Doll Show scheduled for the September 17 guild meeting. Helen volunteered to try and correct this oversight.
- 4. There was no further business and the meeting was adjourned at 7:45 PM.

Submitted by Helen Lucas

9-12-12 Addendum regarding Hoffman Challenge Doll Show Insurance:

NQA requirements were a one-time policy covering the value of \$250 X 14 dolls and proof of blanket liability insurance for the guild to be faxed to the agency of Day, Deadrick and Marshall, the carrier assigned by the NQA. D, D &M emailed the form regarding the doll coverage. They instructed that it be mailed in regular mail with a check for the cost of the coverage, which was \$14.90. This was mailed 9/12/2012. They also requested that the carrier for Nationwide, Harry Levine Insurance fax proof of liability insurance to them. This was also done. Kelly Donaldson, of Day, Deadrick and Marshall Inc. stated she would mail us a copy of the policy. The shipping of the doll collection after the guild showing will be done by Karen Brennan. The collection must be insured using either UPS or FedEx.