



May Minutes

Sunday, May 15th, 10 am

Via Zoom

Present:

Marcia Mersky (guest)

Angi Reat (guest)

Sara Flynn

Nadia Sokal

Kathleen Altman

Marci McFarlane

Marika Zimmerly-Beck

Chris Marchini

Alyson Evans

- **Welcome, Call to Order, record (Sara) 10:01 AM**
- **Ukraine Charity quilt update (Marcia Mersky)**
 - update - going well, fundraising >\$2000, a few very generous donations, Marcia will ramp up social media, last donation date May 31st
 - Guild can help by putting Marcia in the meeting (slide & speak)
 - **ACTION ITEM (MAY 22) Chris: Guild can help by 1: social media on facebook and instagram (ask for re-post) 2: special email (Marcia will do a draft, include links to charities)**
 - Shipping Budget ok to to ship quilts to winner, Sara confirmed to Marica
- **Review and approve the April 2022 Board Meeting and March 27th meeting minutes (Sara)**
 - [April minutes](#)
 - [March 27th special meeting](#)

- **MOTION** Alyson: Move to approve April meeting minutes, and March special meeting summary to be posted on the website
- **Secunder:** Chris
- **Carried unanimously**
- **ACTION ITEM (May 22): Nadia to ensure summary is updated, Chris to post on website**

- **President Agenda Items**

- Thank you for last years board- Precedence in the past
 - Sara made potholders, nice gesture, Marika to finish edges
 - Tea and or chocolates in mailer
 - **MOTION Marika: To take \$100 from budget for thank you gifts for previous board (including shipping)**
 - **Secunder: Kathleen**
 - **Carried unanimously**
- **ACTION ITEM (May 22): Marika to purchase chocolate and tea, Kathleen to mail packages once complete**

- **Feedback from Roe V Wade post**

- Disclaimer on posts in the future
 - Discussion around political posting that happened in the past. We had 2 anonymous messages that were prior to moving the feedback form to the members only page. We can not make things better if we can't have a fulsome conversation on how to resolve this issue. We had many positive comments. There was no mention of anti-catholics, or anti-choice. We are still working with catholic charities. We don't want any to be excluded. Having an affirming place is not the only criteria for a new location to hold in person meeting.
 - **ACTION ITEM (May 22): Marika to craft a response based on feedback from Roe V Wade post, to send to board members for review, it will be presented by Marika at the May guild meeting.**
- **Update DEIA web page, looking for ideas on to what update it with**
- **Follow up with DEIA committee on update**

- **ACTION ITEM (May 22): Nadia to liaise to DEIA Co-chairs on updating the information. Chris to update web page once information is given.**

- **Executive update (Sara)**

- **Notes from MQG leadership meeting**
 - Sunshine & Shadows committee - community building
 - Each one teach one - budget and shoutouts to encourage teaching within our community
 - Children's exhibit - Make a quilt with a young person - teaching quilting on a small scale - exhibit in the fall?
 - Bee small group - Birthday blocks
 - Other guilds are already doing hybrid meetings, two laptops and a projector, speakers on zoom, some folks from home.

These may be smaller guilds. Would need volunteers.

- **Retreats - Retreat planning team invited @ 1030**

- Action item (Mar 22): Chris to follow up with folks who are asking for construct the present coupon to go to scholarship fund, will go to PMQG programs (which includes scholarship fund) Transparency with the members on where guest passes go to - Scholarship fund (COMPLETE)

- **Retreat at Camp Tilikum - 6 spots left to sell - Marketing**

- One single occupancy and 4 double occupancy
- Astoria - some concern over filling retreat spots, May only offer one Astoria date
- May 20th opens to non-members
- Camp Tilikum is not Tilikum Lodge, messaging has changed
- How are we presenting tickets to other quilt associations?
- **ACTION ITEM (May 22): Sara to send email to Clark County, SAQA, fibre arts to advertise the open spaces**
- **ACTION ITEM (May 22): Marci to reach out to Renee to discuss connections for prizes for in-person retreat and online, members may want to donate for prizes must be new, unopened, not the free table**

- **ACTION ITEM (May 22): Angie to announce the idea about folks who may want to donate prizes for retreats (6:15 pm) at the May guild meeting**
- Discussed if there is any issue with competing with PMQG gives back, decided no issue

- **Fabric Challenges**

- **Fabric Challenges - Quiltcon planning and timeline**
 - Call for pattern designs at May guild meeting
 - Vote on designs at June guild meeting
 - Set budget for quilt proposed \$250
 - Create kits - signups - distribute in July
 - Deadline of September for blocks
 - Quilting in late September early October - Anne Marie Cowley
 - Due date of Oct 31st for picture of group quilt
 - **MOTION (Chris): To designate \$250 for Quiltcon 2023 guild challenge quilt**
 - **Secunder: Alyson**
 - **Carried unanimously**

- **Maywood challenge**
 - update, review in mid summer, September deadline, a few bundles left
 - Potential to be shown at the NW Quilt Expo (August) or Fabric Fundraiser (Mill end?)
 - Reached out to Michelle Freedman on what the expectations are, waiting for response

- **Rainbow Fabric challenge - update - Marci & Casey Manley**
 - have 28 people officially submitted, expecting double that to finish
 - Would be a great annual event, legacy as a board
 - Sara presented idea for next year as a round robin and has a potential timeline
 - show will be up from June 3-29

- Show opening mixer 1 - 3
- QR code for voting
- 4 prizes, \$25 gift certificates: PDX Quilt supply, Cool Cottons, Modern Domestic, Powells books, 1st, 2nd, 3rd, all entrants by random draw for 4th prize
- **Meet the board/volunteer initiative**
 - **ACTION ITEM (Mar 22): Sara to make list of volunteers to approach for spotlight on social media (voluntary)**
 - **ACTION ITEM (Mar 22): Chris to send questionnaire to volunteers once he gets the list from Sara COMPLETE Chris created a google form we can send volunteers since I haven't gotten a list <https://forms.gle/k1GH7qeBV6uN4FXu7>**
- **Sisters show** - update - all entrants accepted, 23 entrants, Kimberly expertly handling it, slide at next guild meeting
- **Block of the month update**
 - **ACTION ITEM (Mar 22): Sara to send email to designers to remind them about invoicing COMPLETE**
 - idea to have BOM patterns for sale in shop - proceeds to go to scholarships in September
 - 12 patterns for sale in shop with proceeds going to scholarship fund, \$20-25, previously more merch items for sale in the shop
 - Alyson - members who were interested probably already have the pattern for free
 - decided to workshop the idea for merchandise
- **PMQG Shop Offerings**
 - discussion about stickers
 - **ACTION ITEM (May 22): Chris to look into apparel for Bonfire with PMQG 2022 design**
- **Charity Quilts:**

- **ACTION ITEM (Mar 22):** Marci to talk to Cath about getting photos of donation quilts for social media, folks can tag themselves if they were involved in the quilt, if they wish
- Modern Domestic charity sewing day starting up in May, last Thursday, June booked, shop item created but not yet posted
- **ACTION ITEM (May 22): Sara to give Cath an item on meeting to talk about charity sew day, Chris to add to charity sew day to the calendar**
- Fidget quilt charity project (Marika) - update - Kits made
 - **ACTION ITEM (Mar 22):** Marika and Marci to coordinate a day to make fidget kits, might be sew day **UPDATE (APR 22):** planned for May 7th, 1-3 PM at Marika's house, goal of 100 fidget quilts, 25 made so far, 30 kits made **COMPLETE**
 - **ACTION ITEM (May 22): Sara to have a slide at May guild meeting for fidget quilt kit pick up at sew day or Marika's porch. If you take a kit, we would like it back by end of July (picnic or porch drop off), donation then, ongoing and do another round in October, rolling donation cycle**
 - **ACTION ITEM (May 22): Sara has 2 bolts of fleece that was donated to the guild, she will bring this to contribute to the fidget quilt kits**
- **International spin on Charity quilts (Nadia)**
 - wondering if there is room in the budget to help cover postage, custom labels, batting or backing? exploratory question, will revisit in June
 - shout out in show and tell
 - **ACTION ITEM (May 22): Sara to give Nadia slide for international charity quilts, pictures (shout out to Debra and Cath)**
- **In person Sew day - update May 21st 10 am -4 pm**
 - At home option on zoom with Beverly - zoom room 10 am -4 pm, tutorials, first time, supply list sent
 - **ACTION ITEM (May 22): Marika to make BRIGHT sign for entrance for in person sew day for May 21st 10 AM - 4 pm**

- Fidget quilt kits distribution
- **Idea: fabric fundraiser at Mill End and a sew day - to be explored further with those involved (Susan Beal)**
- **2022 T shirts**
 - **ACTION ITEM (Mar 22):** Chris to look into redbubble for on demand PMQG merchandise **COMPLETE** Their website doesn't have a lot of info as to what % they take... but we can create an account and upload our logo if we decide to go that route.
 - See above “PMQG shop offerings”
- **Summer picnic update:**
 - update
 - Connecting Threads, donations - Michelle Fitzgerald
 - On site volunteer - Rosanne Hatfield
 - Online offering, June 24th shift to July 23rd? In person offering coupled with online offering
 - **ACTION ITEM (Apr 22)** Chris to communicate carpooling plan for the picnic online - Announce to park at Pendleton and to carpool, only space for X vehicles, carpooling is strongly encouraged
- **DEIA Committee (Chris or Nadia)**
 - update - lots of ideas,
 - Great meeting, agenda, organized goals, brainstorming, ideas for outreach, great work by Susan and Kimberly
 - Melissa De Leon Mason - April - took place of DEIA meeting
 - Keep DEIA focussed, more workshops (\$250 left in budget)
- **Meeting Programs/Speakers/Workshops (Marika, Alyson)**
 - Program Updates: Monthly Meetings & Workshops (**Bold indicates signed contract**)
 - May 22 - **Ruby Star Society** - lecture only, ****5pm start**** & recorded (Susan)
 - June - **Ben Venom**

- July - **Sheila Frampton-Cooper**
 - August 22 - **Giuseppe/Giucy Giuce** (21/22 team need to decide workshop & program topic)
 - Sept 22 - **Sheri/Whole Circle Studio** (21/22 team need to decide workshop & program topic)
 - October - lecture and town hall? annual meeting, voting for new board
 - November - **Sarah Nishiura**
 - December - **Charles Cameron**
- **ACTION ITEM (Feb 22):** Marika & Alyson to get contracts signed, Chris to help with marketing materials ONGOING All contracted speakers have been added to the events page on the website with their scholarship application links
- **ACTION ITEM (Mar 22) :** Marika to reach out to Tighe Flanagan for October - moved to 2023 potentially (top of list) **COMPLETE**
- **ACTION ITEM** - Promotion of upcoming speakers on social media and in the newsletters - lineup for the rest of the year - Marketing for dates and class costs on website and social media : Alyson has provided a "Promo" doc for Ben Venom and all social posts have been scheduled. The remaining items will be added to upcoming newsletters.
- **Plan for next year - update on online, in-person, hybrid? location? - send survey in June see survey draft in shared drive**
- **ACTION ITEM (May 22): Sara to send survey for next year's guild meeting plan to the board for input, survey to be sent to members in May for discussion at guild meeting in June**
- **Bookings for next year** - on hold until June
- **ACTION ITEM (APR 22):** Alyson and Marika to make slide for each future workshop & speaker, dates and costs for April meeting (**COMPLETE**)
- **ACTION ITEMS (May 22): Marci to investigate an in person-hybrid meeting at the fire house, has projector, set up, wifi, October 20th.**
- **Class openings - Marketing budget**
 - discussion about whether to cancel workshops with low interest

- have on website showing what's coming, scholarships, advertising far more in advance
- fiscally responsible, other online workshops for folks to attend whenever they wish (not led by PMQG)
- how does canceling with a teacher affect our reputation, contracts (30 days notice no penalty if ticket sales are not met), do members know if we can't fill we can't provide in future, emails directly to other guilds
- Online ads for sales, \$5-10, once it's open to non-members
- Six workshops left to fill
 - **Motion Chris: To budget \$10 each for six workshops that are left , up to \$60, to pay for social media advertising**
 - **Seconder: Alyson**
 - **Carried unanimously**
- Shorten online sales to two weeks for members, then open up to non-members
- **ACTION ITEM (May 22): Alyson will update website, Chris will update social media with new timelines for workshops**
- Discussion around offering two scholarships for workshops as well as new regulations around the number of scholarships that are available
 - **Motion: Alyson make a motion to offer two scholarships per workshop**
 - **Seconder: Marci Seconder**
 - **Carried unanimously**

Treasurer's Report

- Monthly Treasurer's report, Balance sheet, YTD
- Kathleen presented income \$16040, expenses \$11300
- Two expenses unsure what they are:
 - \$75 Oregon Worsted, Mill End, invoice in inbox
 - Jenni McKey - virtual retreat reimbursement, budget pre-approved, paper work
 - **ACTION ITEM (May 22): Sara to email Kathleen with paperwork for invoices**

- **ACTION ITEM (May 22): Kathleen to ensure Melissa De Leon Mason is paid**
- **ACTION ITEM (Mar 22):** Look into the charity zipper bag program and if it's still active, if not may allocate money to another fund (library)-Sara COMPLETE
 - Zipper bags lead is no longer volunteering, help wanted in the members only section
 - Decided there are other opportunities for folks to donate bags to (eg/ Butterfly boxes), if someone is passionate about this item they can take this on. Still keep the info where folks can drop them off.
 - **ACTION ITEM (May 22): Marci to reach out to zipper bag contact to see if they are still accepting donations, if so keep it as a resource on the webpage. Chris to help with updating webpage**
- **Ethics & Elections Committee**
 - update? One volunteer, sent to Michelle Freedman
 - start thinking about replacements for board positions or who to reach out to to gauge interest
 - July board meeting to start discussing next board
- **Membership, Procurement (Marci)**
 - **ACTION ITEM (Jan 22):** Marci to follow up with business members this week, potential adjustment to slide highlighting business partners- ON GOING
 - **ACTION ITEM (Feb 22):** Chris to ensure business members are in the social media rotation, use website content - ON GOING
 - **ACTION ITEM (Feb 22):** Marci and Sara to coordinate slide for welcoming new members ONGOING
 - see above for more procurement for retreat
 - close to Boersma's - gift card for raffle

- **ACTION ITEM:** Marci to reach out to Boersma's, discussion on paying for partial amount of gift card
 - Use prizes we have for retreats
 - PDX quilts, wholesale price for raffle at May meeting, for guild to purchase, decided not to pursue as it would be an \$80 cost to the guild.
 - **ACTION ITEM:** Marci to pull out raffle prizes this week, will promote PDX quilt supply at meeting
- **Scholarships**
 - **ACTION ITEM (Apr 22):** Nadia to email scholarship committee to let them know the result of the vote **(COMPLETE)**
 - **ACTION ITEM (Apr 22):** Alyson to make a scholarship form, to close on 9 pm on April 21st, Alyson to coordinate info with Chris for communication to guild
 - **ACTION ITEM (Apr 22):** Chris newsletter to include info on scholarship in newsletter **COMPLETE**
 - Membership Scholarships
 - half year mark scholarships to open in early June
 - Class scholarships:
 - **Scholarship program document creation:** update
 - 5% usual for scholarships, early June for half scholarships, currently at 4%
 - **ACTIN ITEM (May 22):** Chris to post the half scholarship early June
- **Tech/Social media (Chris)**
 - **ACTION ITEM (Dec 21):** Chris will send the board a questionnaire, for each board member to respond to for a mini social media campaign introducing the new board members **COMPLETE**
 - marketing plan to humanize volunteers, going well
- **Committee Updates/Reports (Sara)**
 - **Small groups update**

- **ACTION ITEM (Apr 22): Speakers for small groups - Alyson to look into this with Beverly**
 - **ACTION ITEM (Apr 22): add Beverly to be added to planning team for mixer**
 - lunch bunch dissolving, and improv closing
- **WIP Circle**
 - Renee to run this program with Nadia's help
 - **ACTION ITEM (Apr 22) Nadia to share WIP documents with Renee (COMPLETE)**
 - update 160 goals
 - **ACTION ITEM (May 22): Sara to give group a raffle prize for WIP this month**
- **Sustainable sewing (Nadia) - Marcia's idea**
 - PMQG little free library?
 - Donated books and sewing kits
 - Promote free table and resources - blog
 - no formal plan
 - challenge only make quilts from free or discarded fabrics, cut it up challenge (Tamara King led last time)
 - **ACTION ITEM (May 22): Nadia to talk to Marcia about quarterly blog post or social media post or other**
 - **ACTION ITEM (May 22): Alyson to take about sustainability with Ben Venom talk and work shop**
- **May Guild Meeting Summary (Sara)**
- **June Board Meeting - Solicit for Board volunteers in August**
- **Anything else?**
 - **Reminder: Action items not updated due to many special guests and timing - Please individually edit as needed.**
- **Adjourned 12:28PM**

Additional notes:

Noon - Scholarship committee invited to join meeting to talk scholarship program discussion

- Planning percentage for membership scholarships
 - Proposed using 5% of previous memberships sold as a forecast for next years scholarship membership requests
 - Adding questions to the scholarship application
 - what can we do to support you
 - fabric stash share
 - mentorship, each one teach one

Budget and fundraising planning for scholarship program

Current funds and projections