

# Patchwork Pieces 2020

V A L L E Y Q U I L T E R S G U I L D , I N C

## P R E S I D E N T ' S L E T T E R

Merry Christmas!

It is time to say “goodbye” to 2020!

These past 9 months have been some of the most challenging months of our lives. So many of us have been negatively impacted by Covid19, catching the virus and quarantining, “staying put”, missing friends and family, cancelling vacations, etc. BUT, on the positive side, some of us have been able to: organize our crafting/ sewing spaces, clean out “stuff”, learn to use ZOOM, Youtube and Facebook, connect with our friends and family the “old fashioned way” - by phone and/or snail mail. My daughter reminded me that we have more means of communicating than we did years ago when our family was serving our country in the military, (And, yes, the whole family served and made sacrifices.) The only method we had of staying in touch with loved ones was “snail mail” and sometimes, if we could afford the cost, phone calls. Now, we can communicate with our loved ones via skype, email, messaging, ZOOM, etc. So, let's be thankful that we have all of these methods at our fingertips and “stay in touch” with each other.

During the last 9 months, our guild has taken a huge hit, both financially and in attendance at meetings. We now have to be diligent in making sure that the guild continues to serve and educate our community. That will not happen if we don't ALL participate. There are still needs in our community – fires are still going to happen, people are going to be using shelters more than ever, there are going to be families in need. Without all of us working together, we will not be able to meet these needs. So I am asking you to “dig

deep”, set aside some time to make quilts for our community, attend our ZOOM meetings and find out what we are trying to do as a guild, participate in open sew when you can, take classes as they are offered, etc. But, most of all, make sure you renew your membership for 2021. Our membership fees help to support the continuing operation of the guild. It is easy to renew your membership – go the [Valleyquiltersguild.com](http://Valleyquiltersguild.com), choose Membership Dues (a form will appear for you to make a choice) – make the appropriate choice- you will then be given a method to pay – choose pay pal or credit card and follow the directions. It is as easy as that. Now, if you aren't tech savvy, just mail your payment to PO Box 2582, Palmer, AK 99645.

Because we can't meet in person for our Christmas party, I am encouraging each of you to attend via ZOOM. We are going to try something different this month that I hope you won't want to miss. So, mark your calendars for December 3, 2020. Zoom opens at 6:00 pm for a time of fellowship, with the meeting beginning at 7:00 pm. Please be on time.

Until we meet again on December 3,

Thank you for all you do “for the good of the Guild”.

Stay Safe and Healthy!

Until We Meet Again - Happy Piecing!

Marcia Harlamert  
President

**P R E S I D E N T ' S   L E T T E R**

**Z O O M   M E E T I N G   I N F O R M A T I O N**

Topic: Monthly Valley Quilters Guild Meeting

Time: Dec 3, 2020 06:00 PM Alaska

Every month on the First Thu, until Dec 3, 2020, 1 occurrence(s)

Dec 3, 2020 06:00 PM

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly: [https://zoom.us/meeting/tJUvd-qgrTwrEtd6fhjhnJpEkRgJZG1lcfy/ics?icsToken=98tyKuCprDspEteSsRGERowcAligb\\_zztmZcj7dZyhntCSlbbCnmE-lwNZhFN4n5](https://zoom.us/meeting/tJUvd-qgrTwrEtd6fhjhnJpEkRgJZG1lcfy/ics?icsToken=98tyKuCprDspEteSsRGERowcAligb_zztmZcj7dZyhntCSlbbCnmE-lwNZhFN4n5)

Join Zoom Meeting

[https://zoom.us/j/91203837183?](https://zoom.us/j/91203837183?pwd=V1hDbHVWU3lxTGdDT3YzTzU3UE1Gdz09)

[pwd=V1hDbHVWU3lxTGdDT3YzTzU3UE1Gdz09](https://zoom.us/j/91203837183?pwd=V1hDbHVWU3lxTGdDT3YzTzU3UE1Gdz09)

Meeting ID: 912 0383 7183

Passcode: 949539

One tap mobile

+12532158782,,91203837183#,,,,,0#,,949539# US (Tacoma)

+13462487799,,91203837183#,,,,,0#,,949539# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 912 0383 7183

Passcode: 949539

Find your local number: <https://zoom.us/u/acLNvhvh7i>





## Board Meeting Minutes June 11, 2020

### Opening

The Board Meeting of the Valley Quilters Guild was called to order at 6:33 p.m. on June 11, 2020 via Zoom due to the on-going COVID pandemic by Guild President, Marcia Harlamert. Attendees: Marcia Harlamert – President, Melanie Brown – Vice President, Heather Wagner – Secretary, Michelle Buehner – Treasurer, Elaine Fergen – Parliamentarian, Judy Foster – Librarian. Guests: Jeannie Snodgrass and Marcia Healy

### Approval of Minutes

Minutes were tabled until future meetings.

### Treasurer's Report

Michelle Buehner reported no funds had been received from BluePrint/Craftsy. The expected income for the year is not expected to cover expenses. There will be a \$4000 cost at the end of the year for 2021 Depot Rental.

### Critical Business

**Open Sew** – Michelle Buehner reported the May Open Sew went well. There was a discussion on whether it was reasonable to require only one person per table to continue social distancing. The doors were kept locked but it was not a significant issue for the participants. Eleven people participated the entire time to sew. Five people visited during the day and two dropped off items.

Melanie Brown moved to hold Open Sew in July and Michelle Buehner seconded the motion. The motion passed.

### Unfinished Business

**Committee Procedures** – The Raffle Quilts procedures were reviewed. There have been no changes since 2009. No additional changes were needed.

The Board reviewed the Gaming Committee's procedures. There is language in the procedures and in Board policy that allows the gaming permit to be loaned to other organizations. The language needs to be consistent between the documents. This was tabled to the next Board meeting until the Committee Chair could be contacted.

Item #12 on the procedures should state or designate a state-qualified alternate Guild Member. #3 should include other related Library supplies and remove scholarships.

The Service Committee procedures were reviewed. The Committee Liaison needs to follow-up on in kind donations. Other committee procedures were tabled.

**Meeting Cancellation Policy** – The Board discussed whether there should be a policy for meeting cancellations. Heather Wagner moved and Melanie Brown seconded to add a policy that stated in the event a meeting must be cancelled two Board members can make the decision. Members will be notified via email and social media. The Board decided to table decision to next meeting.

Marcia Healy requested a copy of the Education Committee's procedures to use to revise the Fair Booth Committee's procedures.

### New Business

**Membership Meetings** – Elaine Fergen moved to hold membership meetings through



## Board Meeting Minutes June 11, 2020 cont.

the end of 2020 and Michelle Buehner seconded the motion. The Board discussed whether meetings could be held in person with the social distancing requirements. Marcia Harlamert discussed some ideas she had seen from other Guilds. It was discussed that some members who could not usually participate were participating. They were having guest teachers and presenters via Zoom. One Guild had held a virtual retreat. The cost of Zoom is \$14.95 per month. The motion failed. Judy Foster moved to hold membership meetings through the end of 2020 via Zoom and Melanie Brown seconded the motion. The motion was approved. Elaine Fergen moved to purchase Zoom for a year. Michelle Buehner seconded the motion. The motion was approved.

A note will be added to the newsletter to request members to join 15 minutes prior to the meeting to be admitted. There was a discussion about the scheduling of the meetings.

**Fair Booth** – Marcia Healy reported the committee had a discussion about looking for other opportunities to sell items. They would not try to sell at events where there was competition with a member. If an opportunity came up to sell items they would participate. It has been suggested to have some items available for sale at Open Sew. They will decrease the gift certificates from \$50 per card to \$25 per card for the participation drawing.

Hospice – Marcia Harlamert has been contacted by Hospice because they have an organization who will give them fabric and other supplies if they can find quilters. She will send the request to the Service Committee for their review.

Guild Correspondence – A request has been received from a member of the public to work on a quilt. The request will be added to the newsletter. Hospice – Marcia Harlamert has been contacted by Hospice because they have an organization who will give them fabric and other supplies if they can find quilters. She will send the request to the Service Committee for their review.

Guild Correspondence – A request has been received from a member of the public to work on a quilt. The request will be added to the newsletter.

**Office 365** – Michelle Buehner needs to purchase Office 365 for the Treasurer's computer. She will research the cost for the Board.

### Adjournment

Meeting was adjourned at 8:55 p.m. The next Board Meeting will be held at 6:30 p.m. on July 09, 2020 via Zoom.

Minutes Respectfully Submitted by Heather Wagner, Secretary



## Board Meeting Minutes July 9, 2020

### Opening

The Board Meeting of the Valley Quilters Guild was called to order at 6:33 p.m. on July 09, 2020 via Zoom due to the on-going COVID pandemic by Guild President, Marcia Harlamert. Attendees: Marcia Harlamert – President, Melanie Brown – Vice President, Heather Wagner – Secretary, Michelle Buehner – Treasurer, Elaine Fergen – Parliamentarian, Judy Foster – Librarian. Guests: Jeannie Snodgrass

### Approval of Minutes

Minutes were tabled until future meetings.

### Treasurer's Report

The Treasurer's report was reviewed and there were no questions.

### Critical Business

**August Membership Meeting** – The City of Palmer is requiring the six-foot social distancing still which limits the participation of 40 members. The Board discussed how the logistics would work of limiting the participants to 40 members only. It was decided a Zoom meeting would allow more participation. In order to avoid members speaking over each other, the meeting will be set-up to mute members until they are recognized to speak. A reminder should be sent prior to the meeting with the information for logging in to the meeting. Heather Wagner moved to hold the August meeting via Zoom, and it was seconded by Melanie Brown. The motion was approved.

**Use of Depot under Guild Contract with City of Palmer** – Marcia Harlamert reported a member had requested to use the Depot, if the

Guild cancels meetings for the month. She offered to provide the name of the member, but the Board declined to allow for the decision to be made without bias. The request was for the member's organization to use the Depot under the Guild's contract to save their organization potentially some costs. Melanie Brown moved to allow subletting of the unused days at the Depot if the organizations subletting will pay the fee for cleaning services. Michelle Buehner seconded the motion. The Board discussed concerns regarding the risk to the Guild if the group chose to back out of using the Depot for that day. The cost for renting the Depot was not substantially different between the Guild's annual contract and the regular monthly fee according to Michelle Buehner, Treasurer. The motion failed.

**Open Sew** – Discussion was held on whether there needed to be any updates to the mitigation plan based on the City and State's recent announcements. No changes were made to the plan.

**Raffle Tickets** – A request has been received from Jeannie Snodgrass to sell tickets at the Palmer Garden Fair on Saturday, July 11th. Judy Foster informed the Board there would be no cost for a booth. Ree Moffatt said she would be willing to work at the booth. Jeannie Snodgrass said she would provide some time as well and recommended participation. There may be an opportunity to advertise on Facebook as well. After discussion, it was decided to have a booth the next year since there was limited time to gather members to work the day.



## Board Meeting Minutes July 9, 2020 cont.

**Education Committee Report** – Jeannie Snodgrass reported the 2021 Blocks of the Month have been chosen and are in the process of being created. There will be an Orphan Block Challenge in September. Ree Moffatt will present ways to work with Orphan Blocks at the September membership meeting. The Education Committee is working with Linda Kau to see if she is willing to teach her class via Zoom. Maria Shell will be teaching her classes via Zoom. The Committee is looking at options of outside instructors in 2021 via Zoom.

### Unfinished Business

**Committee Procedures** – The Board reviewed the Gaming Committee procedures. Judy Foster discussed whether the gaming permit should be used by other organizations. She spoke with Cindy Montague, the Gaming Committee Chair, and she has suggested the Board take out of the procedures the 10% remuneration to the Guild for use of the permit. This would be in line with State of Alaska regulations. The change to the current Gaming Committee procedure was approved with the changes.

The Board reviewed the Service Committee procedures. Michelle Buehner recommended to add a spreadsheet for in kind donations to comply with financial procedures. The procedures were approved with the changes.

**Camp Committee's** procedures were reviewed. There was discussion a registration form is needed for Camp. The procedures were approved with no changes.

**Meeting Cancellation Policy** – The need for

a clear Board policy on cancelling meetings is needed considering the current pandemic and the various weather conditions that may require a meeting to be cancelled. Melanie Brown moved, and Judy Foster seconded that in the event a meeting needs to be cancelled the President will contact at least one other Board Member for agreement to cancel a meeting and an e-mail or text message will be sent to all members. The motion passed.

### New Business

**Guild On-Going Health** – Marcia Harlamert expressed concern for the Guild because of the lack of an opportunity to meet in person. She has requested permission to do a 5-Step Mystery with members. She will introduce the mystery on Zoom and provide the instructions by e-mail to those who express interest.

### Adjournment

Meeting was adjourned at 8:08 p.m. The next Board Meeting will be held at 6:30 p.m. on August 13, 2020 via Zoom.

Minutes Respectfully Submitted by Heather Wagner, Secretary



## Board Meeting Minutes August 13, 2020

### Opening

The Board Meeting of the Valley Quilters Guild was called to order at 6:33 p.m. on August 13, 2020 via Zoom due to the ongoing COVID pandemic by Guild President, Marcia Harlamert. Attendees: Marcia Harlamert – President, Melanie Brown – Vice President, Heather Wagner – Secretary, Michelle Buehner – Treasurer, Elaine Fergen – Parliamentarian, Judy Foster – Librarian.

### Approval of Minutes

Minutes were tabled until future meetings.

### Treasurer's Report

The Treasurer's report was reviewed and there were no questions.

**September Meeting** – Melanie Brown moved and Judy Foster seconded the motion to hold the September Meeting by Zoom. The motion was approved. Marcia Harlamert will inform the City of Palmer so the Guild will receive a refund of the Depot fees.

### Critical Business

**Job Descriptions** – Marcia Harlamert requested the Board's assistance in reviewing their job descriptions and submitting any updates. The Board reviewed the President's job description. The Board requested Mar-

cia add a task line to manage the cleaning crew contract. Parliamentarian and Historian job descriptions were submitted and no changes were added. Heather Wagner moved to approve the President, Parliamentarian and Historian job descriptions and Michelle Buehner seconded the motion. The motion was approved.

**Website** – There is a Members-Only section of the website being set-up, but it is not currently available for all members. Marcia Harlamert showed the Board the new Members-Only section of the website and solicited input from the Board. Board member were asked to log in and provide additional feedback on the website by August 20th.

**Education Committee** – The Education Committee will be prepared to provide a review of the 2021 Blocks of the Month for either the November or December meeting. The Board was asked for input on the meeting preference.

**2020 Board Elections** – The Board discussed how to hold the 2021 Board Election. Elaine Fergen stated the elections could not be held electronically because of the current By-laws. She also reported there are no current nominees for President or Historian. If there are no nominees, the positions will be vacant in January. Michelle Buehner has agreed to run for re-election to



## Board Meeting Minutes August 13, 2020 cont.

the Treasurer position and Elaine Fergen has agreed to run for re-election to the Parliamentarian position.

### New Business

**5-Step Mystery** – Marcia Harlamert has received approval to share a 5-step mystery with the Guild. She is planning to hold a Zoom meeting to kick-off the projects and provide an e-mail. This is her gift to the Guild.

**Fall Retreat** – Michelle Buehner asked for an update on the Retreat. She wanted the Board's input on whether it should be held in October as scheduled. Raye Krueger is intending to hold a poll at Open Sew to determine interest. The Board discussed how to manage the registrations for the Retreat since there would not be an in-person meeting. It was recommended to send an e-mail to the membership with instructions for registration. Mail in registration will only be accepted if it is on or after the notice of registration has been sent to all members. Michelle will provide the input to the Retreat Committee.

### Other Business

Elaine Fergen requested the newsletter be updated to remove Glenda Burke's mailing address. She also recommended updating the things to bring section to recommend things to bring to Open Sew including the

Blocks of the Month.

### Adjournment

Meeting was adjourned at 8:35 p.m. The next Board Meeting will be held at 6:30 p.m. on September 17, 2020 via Zoom.

Minutes Respectfully Submitted by Heather Wagner, Secretary







## Board Meeting Minutes September 17, 2020

### Opening

The Board Meeting of the Valley Quilters Guild was called to order at 6:30 p.m. on September 17, 2020 via Zoom due to the on-going COVID pandemic by Guild President, Marcia Harlamert. Attendees: Marcia Harlamert – President, Heather Wagner – Secretary, Michelle Buehner – Treasurer, Elaine Fergen – Parliamentarian, Judy Foster – Librarian. Guests: Marcia Healy and Raye Krueger

### Approval of Minutes

Minutes from the previous Board meeting are incomplete and will be approved at a later date.

### Treasurer's Report

The Board reviewed the proposed 2021 budget document prepared by the Treasurer, Michelle Buehner and the Budget Committee. A correction was made to include the previous request to break donations out by memorial and other donations. The Administrative costs needed to be updated to match the technology funds. Budget lines needed to be included for the self-supporting programs; Quilt Camp (\$6,600,) Quilt Retreat (\$2000) and Name Tags (\$65.)

A discussion was held on how refunds should be made for the 2020 Quilt Camp participants who enrolled prior to the registration period. Michelle Buehner presented to the Board that she has been able to use her personal cell-phone to operate the Square for the Fair Booth sales recently. AT&T cancelled the current account because of lack of use and will charge \$15 to reactivate the account. They also will not provide services under the current plan.

Elaine Fergen moved for the Guild to purchase a data program through GCI, Walmart or a similar plan, if the AT&T Plan was too expensive. Judy Foster seconded the motion. It was approved by the Board.

### Critical Business

**October Annual Meeting** – Marcia Harlamert received feedback to have the Annual Meeting on Open Sew, October 10, 2020 instead of the scheduled date of October 01, 2020.

Elaine Fergen stated voting could not be held at Open Sew unless October 10, 2020 became the annual meeting date. She said October 1st could be designated as a special meeting to allow for a review of the budget and for members to nominate additional members for any of the open positions.

Elaine Fergen moved to host a Special Meeting on October 01, 2020 to review the budget and receive additional nominees via Zoom and to move the Annual Meeting to October 10, 2020 during Open Sew for the drive through voting. Michelle Buehner seconded the motion. The motion was approved by the Board.

Logistics were discussed for signing the roster and tracking the ballots. Members will enter by the train track side of the Depot and stop to sign the roster and have their ballot checked in. Completed ballots will be put in the ballot box in the vehicle waiting at the exit of the back parking lot of the Depot. Voting will be held from 1 -4 pm.

The Board discussed how it would be handled if a member requested their ballot be turned in for them by another member. Elaine Fergen



## Board Meeting Minutes September 17, 2020

clarified ballots must be submitted by the member and may not be brought in by a proxy.

### New Business

**Fair Booth** – Marcia Healy received a question on whether a non-member could work with a member in the fair booth while working on the Fair Booth procedures. There had been a past practice of allowing a non-member if they were known to the Guild and the member would take responsibility for them.

Discussion was held about legal and financial concerns. Marcia Healy was asked if there was a reason it had been done in the past and whether in her opinion these individuals should be grandfathered. There is a benefit to the participants because they receive a free fair pass and a parking pass for the day. The decision was made to keep the requirement that all individuals working in the fair booth must be a member.

Marcia Healy reported the Fair Booth sales at open sew have been successful. There is one more session planned in November for members to purchase Christmas gifts. All kits are to be returned by the October Open Sew.

**November Members Crafters Fair** – Marcia Healy proposed adding booths in November for other member's crafts would boost the participation for the Fair Booth sales. Discussion was held on the best logistics since it would be Open Sew and there would be limited space and tables available. Raye Krueger suggested that crafters would bring their own tables because they are used to providing these at other craft fairs. There was a discussion on the items that would be allowed at the craft fair. It was determined there could be anything ex-

cept for quilted items to avoid drawing sales away from the Fair Booth.

Elaine Fergen moved for the November Open Sew to provide a 4 foot space for six members to supply their own tables to sell crafts that were not quilted items. Michelle Buehner seconded the motion. The vote was not unanimous but passed.

Discussion was held on how to determine the participants. It was decided to offer a drawing for tables and locations at the October 1st meeting. Members were to provide their interest to Marcia Harlamert in advance by e-mail.

**Job Descriptions** – Secretary and Vice President job descriptions were approved with the addition of the previously added language to all job descriptions of identifying a contact and labeling all Guild materials.

The Librarian job description was approved with added language that an overdue book list would be added to the newsletter at least once per year as well as the contact and labeling language.

The Treasurer job description was tabled until the November meeting.

Committee Documents – Fair booth procedures will be updated and reviewed at the October Board Meeting.

### New Business

**2021 Program Schedule** – Marcia Harlamert suggested the scheduling be delayed until the new Board Members can participate in the November meeting to allow the new members to



# Board Meeting Minutes September 17, 2020

the Board to have input on the programs.

**Communication with Webmasters-** Marcia Harlamert reminded the Board there had been a liaison to the webmasters prior to the previous individuals. The reason for the liaison was members were contacting the webmasters late at night. There are three members serving as webmaster now. A liaison is needed for consistent communication and consistency with application of the Guild’s policies. There was discussion this member may also be able to assist the webmasters with which pictures should and should not be posted to the website due to members requesting not to be pictured.



**2021 Board Nominees** – The nominees for the 2021 offices are:  
Darcey Tredway – President  
Michelle Buehner – Treasurer  
Elaine Fergen – Parliamentarian  
Carol Cartier – Historian

Discussion was held on the process for determining whether the vote was valid.

Adjournment

Meeting was adjourned at 8:44 p.m. The next Board Meeting will be held at 6:30 p.m. on October 8, 2020 via Zoom.

Minutes Respectfully Submitted by  
Heather Wagner, Secretary





## Board Meeting Minutes October 8, 2020

### Opening

The Board Meeting of the Valley Quilters Guild was called to order at 6:30 p.m. on October 08, 2020 via Zoom due to the on-going COVID pandemic by Guild President, Marcia Harlamert. Attendees: Marcia Harlamert – President, Melanie Brown, Vice President, Heather Wagner – Secretary, Michelle Buehner – Treasurer, Elaine Fergen – Parliamentarian, Judy Foster – Librarian. Guests: Judy Crosby and Webmasters Representative

### Approval of Minutes

Minutes from the September 17, 2020 Executive Session were reviewed. Elaine Fergen moved to approve minutes and Judy Foster seconded the motion. The motion passed.

Minutes from the September 17, 2020 Board Meeting were corrected to state Quilt Retreat instead of Quilt Camp, “the” to “they” in the Fair Booth update and Librarian position description was tabled for discussion at the October Board Meeting. Judy Foster moved to approve the minutes with these corrections and Elaine Fergen seconded the motion. The motion passed.

### Treasurer’s Report

Michelle Buehner reported the Guild is waiting on checks from the Education Committee. A check from the City of Palmer was received refunding the Depot rental fees. She has requested a coupon from Tech Soup to purchase a Dell computer for the Treasurer records.

Michelle Buehner recommended to the Board to move money from the Savings Account to a Money Market Account at Mat Valley Federal Credit Union. This would allow interest to be earned with a \$2000 minimum balance. She recommended all money in the Savings Account except for the minimum balance of \$25.00 be moved to a Money Market Account. Elaine Fergen motioned to move the funds from the savings account to the money market account as recommended. Judy Foster seconded the motion. The motion passed.

The Guild’s books need to be reviewed by the Board. Michelle Buehner will provide nine months of the Guild’s records for the Board to review. Documents will be separated by month and available at the October Open Sew for the Board members to pick-up and/review.

The Gaming Committee’s books will be requested from Cindy Montague and will be reviewed at the November Board Meeting.

### Old Business

**Job Descriptions** – The Librarian job description was approved with the changes recommended by Judy Foster and with the addition of language regarding the arrival at Guild meetings. Elaine Fergen moved to approve the job description with changes and Melanie Brown seconded the motion. The motion was approved.

**Webmail Discussion** – Several Board members indicated challenges with their Guild webmail since the conversion to the new site. Marcia Harlamert will work with



## Board Meeting Minutes October 8, 2020

the website vendor to get the webmail issues resolved.

### **New Business**

#### **Treasurer Responsibilities During Open Sew**

– Marcia Harlamert led a discussion of the responsibilities of the Treasurer at Open Sew. Because of the current COVID pandemic, Michelle Buehner has been required to assume responsibility for managing the mitigation plan for the Board. This limits her ability to participate in open sew as a member. Members participating in Open Sew have been expecting to conduct Guild business including making payments. With the ability to pay for classes and memberships on the website as well as by US Mail, members do not need the Treasurer to have the credit card payment option and receipts available at Open Sew. Melanie Brown motioned for the Treasurer not to conduct Guild business at Open Sew. Elaine Fergen seconded the motion and it was approved.

**Webmaster Liaison** – The Board was introduced to the Webmasters representative. She explained the difficulties for the webmasters in working directly with Committee Chairs and the membership. The Webmasters proposed Marcia Harlamert be appointed by the Board as the Webmaster Liaison to provide a single point of contact for the website. They feel since she has been working with them over the past year to set up the site that she would be the most qualified person to assume the role. The Board asked Marcia she would accept the appointment and she accepted.

**Committee Documents** – Fair booth procedures will be updated and reviewed at the Oc-

tober Board Meeting.

Discussion on On-Line and In Person Registration for Classes and Events – The Board discussed the need for consistent communication on class enrollments and events. The option to pay in person, by mail or on-line has caused confusion in the rosters. The Board will discuss later if a policy needs to be established

**Committee Procedures** – Review of the Education Committee procedures will be tabled until the November Board Meeting and the Chair is able to be in attendance. The Board will ask for the procedures to be reviewed and resubmitted prior to the meeting because the copy received appears to be unreviewed.

The Board discussed whether contracts for instructors outside of the Guild membership should be approved by the Board. The most recent class with Maria Shell did not have the minimum membership required. The contract for the class was signed on September 17, 2020 after the Education Committee had met on September 8, 2020 so the committee did not review the contract. There is a concern the contract signed was not an exclusive contract and the Guild lost potential funds because non-members who participated in the class did not pay on the Guild's website, so they did not pay the non-member rate.

**2021 Programs** – The Board was asked to bring their ideas to the November Board Meeting.

**Other Business**



# Board Meeting Minutes October 8, 2020

**Guild Correspondence** - Elaine Fergen received a thank you note from Colleen Carter, the winner of the 2020 Raffle Quilt. Colleen sent a thank you note to all members listed on the quilt as contributors.

## **Adjournment**

Meeting was adjourned at 8:25 p.m. The next Board Meeting will be held at 6:30 p.m. on November 12, 2020 via Zoom.

Minutes Respectfully Submitted by Heather Wagner, Secretary



## Education Presents:

**Blocks Of The Months & Education Fat Quarter Packets:** Monthly BOM demos will continue at Guild Zoom meetings. BOM drawings for 2020 will continue monthly at each Open Sew, and there will also be a monthly winner of Education's FQ packets for those who entered the monthly BOM drawing.

**BUCKET LIST: Jeannie has the Bucket List file at her house if questions or you need a copy of yours.** Bucket List gift certificate drawings will now continue monthly for those who complete a UFO and email or text photos to Jeannie.

**MARCH PANEL CHALLENGE:** New Deadline: March 2021. We encouraged you to make these for the Fair Booth. Think of making one or more panel quilts for the 2021 Fair Booth. Focus is on Alaskana or a panel of your choice. **Each panel quilt completed = eligible for drawings for 3 Panel Quilts Books.**

### **September Orphan Block Challenge:**

There is one Orphan Block packet left. Please let me know if you would like it to make for Service. It has a lot of pastel blocks and others.

**Deadline** to turn in completed quilts is the October 2021 Annual Meeting. If your quilt is completed sooner, you can turn it into Service. For each quilt completed for Service, you will be eligible for a Goodie Basket drawing put together by Education Committee members.

The Education 2021 BOM presentation will be by PowerPoint at the November Zoom guild meeting.

# Fair Booth News

Dear Quilters,

Be sure to tune into the VQG Zoom meeting on December 3. We'll be having the drawing for two \$25 gift certificates to local quilt stores. It's our annual show of appreciation for donating items to the Fair Booth or completing kits. Thank you for hanging in there during this challenging year. We have a good start on inventory for the 2021 Alaska State Fair.

Now is the time of year to sign up for next year's committees. Please consider joining the Fair Booth committee. We only meet for part of the year, and already have a good jumpstart on 2021 because there are still plenty of kits to hand out. Let Marcia Healy know if you are interested 746-4453 or [mtkhealy@gci.net](mailto:mtkhealy@gci.net).

## **NOTE RE: SPECIAL SANTA/TOYS FOR TOTS**

Since our November and December Open Sews have been cancelled, we won't be collecting toys for Special Santa. However, there are donation boxes scattered all over Wasilla and Palmer where you can drop off toys. New, unwrapped toys only, please. Here are a few locations, but watch for more:

Fred Meyers  
all the 3 Bears groceries  
Dairy Queens  
Spenard Home Builders.

Check out the website for how to donate and look under the Applications tab, Child Wishlist for gift-giving ideas <http://www.specialsanta.net>

Thank you all and have a loving and safe holiday season!

Fair Booth committee



PATCHWORK

## Treasurer's Report

	BUDGET 2020	ACTUAL TO 11-11-20	BALANCE
<b>INCOME:</b>			
Membership Dues	4100.00	1900.00	2200.00
Ads & Table Rentals	50.00	40.00	10.00
<b>Total:</b>	<b>4150.00</b>	<b>1940.00</b>	<b>2210.00</b>
<b>Programs/Committees</b>			
Classes & Education	1100.00	851.00	249.00
<b>Total:</b>	<b>1100.00</b>	<b>851.00</b>	<b>249.00</b>
<b>Sales</b>			
State Fair Sales	10000.00	0.00	10000.00
Pre/Post Fair Sales	300.00	1541.00	-1241.00
Auction Sales (special events)	1500.00	0.00	1500.00
Other Sales	100.00	0.00	100.00
<b>Total:</b>	<b>11900.00</b>	<b>1541.00</b>	<b>10359.00</b>
<b>Administrative</b>			
Interest	25.00	29.70	-4.70
Donations	100.00	37.00	63.00
Fundraising (FM, Amazon, Craftsy)	550.00	382.03	167.97
<b>Total:</b>	<b>675.00</b>	<b>448.73</b>	<b>226.27</b>
<b>Subtotal Income:</b>	<b>17825.00</b>	<b>4780.73</b>	<b>13044.27</b>

<i>2020 Treasurer's Report</i>			
	BUDGET 2020	ACTUAL TO 11-11-20	BALANCE
<b>Self Supporting Programs:</b>			
<b>Quilt Camp</b>			
Income:	6660.00	0.00	
Expenses:		1693.51	(1693.51)
<i>Carryover funds from</i>	<i>1267.05</i>		<i>(426.46)</i>
<b>Retreat</b>			
Income:	2800.00	1050.00	
Expenses:		1037.52	12.48
<i>Carryover funds from</i>	<i>1475.14</i>		<i>1487.62</i>
<b>Name Tags</b>			
Income:	65.00	123.00	
Expenses:		127.00	(4.00)
<b>Income &amp; Expenses balance with QB 11-11-2020</b>			
Checking	\$9,108.96		
Savings	\$25.00		
Money Market	\$37,905.82		

	BUDGET 2020	ACTUAL TO 11-11-20	BALANCE
<b>EXPENSES:</b>			
<b>Programs/Committees</b>			
Hospitality	300.00	20.69	279.31
Historian	100.00	0.00	100.00
Service	1500.00	858.80	641.20
Special Events	500.00	0.00	500.00
Meeting Speaker Gift Cards	50.00	0.00	50.00
<b>Total</b>	<b>2450.00</b>	<b>879.49</b>	<b>1570.51</b>
<b>Fair Booth</b>			
Fair Exhibit Space	1250.00	1217.00	33.00
Fair Storage Space	300.00	300.00	0.00
Fair Booth Moving	400.00	0.00	400.00
Fair Parking & Tickets	260.00	0.00	260.00
Fair Gift Cards	100.00	0.00	100.00
Fair Sales Tax	300.00	0.00	300.00
Fair Repairs/Supplies/Advertising	1550.00	763.17	786.83
<b>Total</b>	<b>4160.00</b>	<b>2280.17</b>	<b>1879.83</b>
<b>Administrative</b>			
Admin Supplies & Copying	750.00	213.16	536.84
Depot Cleaning	1200.00	600.00	600.00
Depot Rental (including other locations)	4260.00	2725.00	1535.00
Donations	0.00	0.00	0.00
Fair Awards	200.00	0.00	200.00
Insurance	525.00	587.00	(62.00)
Licenses	150.00	10.00	140.00
PayPal/Square Merchant Fees	500.00	128.06	371.94
PO Box Rental	200.00	190.00	10.00
Storage	900.00	873.24	26.76
Tax Preparation	300.00	250.00	50.00
Tech Asst. for Meetings	600.00	150.00	450.00
Technology Purchases	1200.00	72.09	1127.91
Technology Updates	500.00	454.00	46.00
Telecommunications	300.00	30.00	270.00
Website	170.00	187.99	(17.99)
Miscellaneous	100.00	0.00	100.00
<b>Total</b>	<b>11855.00</b>	<b>6470.54</b>	<b>5384.46</b>
<b>Total Expenses:</b>	<b>18465.00</b>	<b>9630.20</b>	<b>8834.80</b>
<b>Total Income</b>	<b>17825.00</b>		
<b>Total Expenses</b>	<b>18465.00</b>		
<b>Deficit</b>	<b>-640.00</b>		
<b>xfer from Savings</b>	<b>640.00</b>		
<b>Balance:</b>	<b>0.00</b>		

# December Birthdays

**Michelle Buehner**

**Paula Harrison**

**Dorothy Heintzman**

**Marie Lee**

**Neena Levan**

**Vickie Mitchell**

**Jeannie Snodgrass**

**Karen Tomczak**

**Beverly Winkler**

**Heather Wagner**



- CALENDAR OF EVENTS**
- Thu December 3rd Membership Meeting- via Zoom @ 7pm
  - Thu December 10th VQG Board Meeting — via Zoom



# BOARD MEMBERS

President— Marcia Harlamert	president@valleyquiltersguild.com
Vice President — Melanie Brown	vicepresident@valleyquiltersguild.com
Secretary — Heather Wagner	secretary@valleyquiltersguild.com
Treasurer — Michelle Buehner	treasurer@valleyquiltersguild.com
Historian — Sarah Lorimer	historian@valleyquiltersguild.com
Parliamentarian - Elaine Fergen	parliamentarian@valleyquiltersguild.com
Librarian— Judy Foster	librarian@valleyquiltersguild.com

## Committee Chairs

DMV	Sharon Hillstrom	dmv@valleyquiltersguild.com
Education	Jeannie Snodgrass	education@valleyquiltersguild.com
Fair Booth	Marcia Healy	fairbooth@valleyquiltersguild.com
Gaming	Cindy Montague	gaming@valleyquiltersguild.com
Grant	Meg Hills Sharon Horwath	grant@valleyquiltersguild.com
Hospitality	Karen Tomczak Ruth Simpson	hospitality@valleyquiltersguild.com
Member Liaison	Kathy Buirge	memberliaison@valleyquiltersguild.com
Newsletter	Carrie Whitford	newsletter@valleyquiltersguild.com
Quilt Camp	Kim Barr Jackie Warren	quiltcamp@valleyquiltersguild.com
Raffle Quilt	Ree Moffitt Darcey Tredway	raffle@valleyquiltersguild.com
Retreat	Raye Krueger	retreat@valleyquiltersguild.com
Service	Jill Jackson Cat Thompson	service@valleyquiltersguild.com
Special Events		specialevents@valleyquiltersguild.com
Web Master		webmaster@valleyquiltersguild.com



**All website information or inquiries must be sent to: [webmaster@valleyquiltersguild.com](mailto:webmaster@valleyquiltersguild.com)**

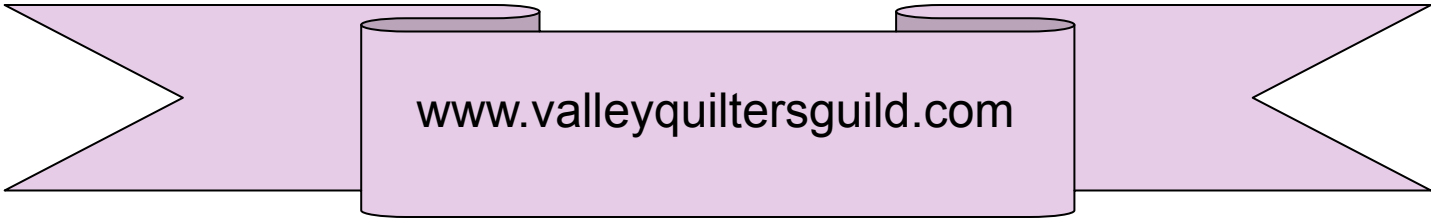


**Newsletter Submission Deadline is December 17th**



The Library is open on Thurs-meeting days of the Guild days and on Saturdays

Valley Quilters Guild  
P.O. Box 2582  
Palmer, AK 99645  
E-mail: [info@valleyquiltersguild.com](mailto:info@valleyquiltersguild.com)



[www.valleyquiltersguild.com](http://www.valleyquiltersguild.com)