

CPQG Board Meeting 10 May 24
BCCC 10-12 a.m.

Present: CarrieF, BeckyT, DianeG, JillW, BunnyS, LeslieD, LenoreC, BeckyS, FranH, LynnS, CindyR, BethB, PeggyT

Announcements:

1. Cathedral Window workshop on Wednesday May 15 will go on. BarbZ feels able post-surgery to have the workshop, samples are made, she just can't lift anything.
2. Connie's Collectibles in Duncansville, has a few people who would like to form a guild in Altoona. LeslieD has offered to help them, if needed.
3. State College May 24 issue has an article about Lynn Padgett, a new member of our guild. She presented a program about designing fabric with Spoonflower.
4. The Gazette printed an error concerning next week's meeting. The program will happen on Tuesday the 14th, not Wednesday the 15th. We are unable to make any corrections at this late date. The Gazette publicity has brought in guests for the last few meetings.

Treasurer: CarrieF

1. At the end of this fiscal year (June), we will have about \$1700 that was not spent. The budget will be created for next year assuming about 70 paid members, or \$2400. The surplus plus the dues will form a \$4100 budget.
2. Venue rental/donations: Currently paying \$500 per year, split between both churches (BCC&PHL). These monies do not include envelope donations collected twice a year for BCCC for usage by UFO Fridays & Embroidery Club. QB donations twice yearly are outside of the guild, and are not included here. The Board voted to increase the donation to BCCC to \$400, and PHL to \$300, for a total of \$700per annum.
3. Program/Speakers: Keep at \$2700
4. Workshops/Room: No change

5. Outreach/Education: Current year requested \$100. Requesting an additional \$50 to make a banner by the Guild to celebrate Arts Fest July 2025. LeslieD will coordinate the banner making activity.
6. Comfort Covers: Keep at \$100. Changes to labels are forthcoming that may be more inexpensive.
7. Holiday party Supplies and Picnic Supplies: \$350
8. Green Book printing: Budget increased to \$400. King Printing printed the 100 books for <\$200 two years ago. Plan to print new every other year. Our membership this year is 81 paid members and 9 Renaissance members. If we print only 100 books, in a 2 year time, we would have only 10 books to distribute to new members.
Action Item: BeckyT will contact King to determine if there is a price break whether we should order 120 or 125 GreenBooks.
9. Website/Zoom: Increase to \$180
10. Sunshine: Increase to \$30 for raised postage rates. Diane F would like to step down from Sunshine.
 - a. Action Item: CindyR has consented to be the Coordinator.
11. Hospitality/Publicity/Bookmarks: Increase to \$100

Membership: BeckyT

1. A hard copy of the membership form will be maintained. If information is illegible, Becky can then contact the person so there are fewer errors when printing the new Green Book (GB).
2. Action Item: Becky will contact CindyA to see if she will use her template for creating the GB, or can share the template.
3. BeckyS will take photos, and said a Dropbox had been created in the past to deposit the photos for insertion into the GB.
4. A Welcome letter to new members has been created. BeckyT will send a thank-you note to F/U with new members.
5. The revised membership form is up on the website.

Programs: LynnS

1. Our programs are determined from the number of paid members that we have. This is how the budget is developed each year.
2. Programs are set through the Sep9 evening meeting.
3. Easy fabric name tags will be available at the June picnic. Each member will write their own name on the name tag, and take home to further decorate as desired.
 - a. Action Item: LeslieD will bring the name tag bases, LynnS will bring pins for the member to attach the name tag to their clothing.
4. The VP for Programming is responsible for the contracts with a presenter.
 - a. Comments made included that the most enjoyable programs were ones that members were engaged in. Examples: Round Robins, playing games like LRC or bingo.
 - b. An idea from another guild was that people who had birthdays during a particular month were responsible for creating a program. This needs to be discussed at a member meeting.

Elections:

1. A slate of officers needs to be provided to the Membership one month before elections. This means Tuesday May 14, the slate needs to be presented.
2. The current slate is:
 - a. Co-Presidents: BethB and LenoreC
 - b. 1st VP: PeggyT
 - c. 2nd VP: OPEN (Bunny Shockley is moving to Colorado in July)
 - d. Secretary: JillW
 - e. Treasurer: CarrieF (with possible backup by Brenda H)
3. Action item: LynnS will bring printed ballots to the picnic. Pencils should be available
4. Action item: Presidents will send out on Sunday the agenda for the week:
 - a. Agenda for the upcoming Tuesday and Wednesday's programs,;
 - b. the election slate as we have it at this point (See bullet #2above);
 - c. a request for membership to consider nominating themselves, or another consenting member for the second VP position;

- d. a notice that bylaw changes will be announced and voted on at the Tuesday business meeting.

Picnic: DianeG

1. BCCC has a function ending at 5 p.m. The time of our picnic needs to change to start at 5:30 p.m.
2. The June picnic is for members only, no guests.

By-Laws: BeckyT

1. Any changes to the by-laws need to be presented to the guild, one month prior to them voting on the changes. We currently print the By-laws in the GB, which is to be published in August.
2. Potential changes *These need to be voted on by the Guild Membership.*
 - a. Article 3: Membership
Section 2- Dues and Privileges (see 3rd paragraph)
Currently reads- "Full payment of dues is expected whenever joining membership from July through March." The next sentence reads "However, dues will be assessed at 50% if joining the guild in April or May."
Suggested change: If a person is considering membership in April or May, membership dues can be deferred until June with the new fiscal year.
 - b. Section 3 - Guests
Currently reads "Guests are invited to attend one monthly meeting without payment."
Suggested change: Guests are invited to attend two meetings without a membership payment.
 - c. Article 4: Officers. Sections 1-3 refer to programming questions. Do the job titles need to be changed, or do we add a programming committee.
Tabled: to be discussed at a future meeting.
 - d. Article 5: Meeting

Section 3 - Management of Meetings

Currently reads..."and the immediate past meeting minutes should be presented to the membership by email and posted on the Guild website"

Suggested change: ..."and the immediate past meeting minutes should be presented to the membership by posting on the Guild website."

Currently reads: ...' "Minutes of the last monthly business meeting shall be put up for acceptance/corrections at each monthly meeting, they do not need to be read..."

Suggested change: We need to do this at each Business meeting.

e. Article 5: Meeting

presidents will send out on Sunday the agenda for Tuesday and Wednesdays programs plus the election slate as we have it at this point and a request for membership to consider nominations for the second VP position. Also a notice that bylaw changes will be announced and voted on.

Education and Inventory: BeckyT

1. The projector has been added to the Guild inventory pages.

Comfort Covers/Toys for Tots: LenoreC and DianeG

1. July 17 meeting at PHL will be creating Backs (Franken backs) from flannel. We have a large donated supply. These will be directed to Toys for Tots.
2. MargaretM followed up with 3 facilities to determine if their specific requests had been met with the last CC delivery.
 - a. #1 item requested are dignity protectors, especially longer ones.
 - i. Suggest we use 1 yard of fabric, instead of 24-28"
 - b. Fidget quilts are great, both for high function, and lower function (primarily texture)
 - c. Lap quilts- Don't need/don't want many.
 - i. Suggest adding extra borders to make longer for a Bed Topper. The Meadows, StormBreak (Youth Center), Strawberry Fields can use larger quilts.

Philanthropy: LynnS

1. CPQG will donate the 90" round tablecloths to BCCC for their use. CindyR has accepted them. Transfer will happen soon.

Next meeting: June 7 at 10:30 a.m. BCCC

LenoreC, Secretary