

Board minutes June 10, 2020 Conference Call and Committee Reports

13 attending, not present, Evelyn Fincher and Laural Powell. Quorum established.

Treasurer's report Diane Tewell – any questions, only one check that cleared. Bonnie Hall asked if Diane Tewell had received an email from Amazon Smile. It is an Amazon program that will give one half of one percent to a non-profit organization, such as Rio Grande Valley Quilt Guild or any other charity of choice. When the RGVQG is designated as the charity, these amounts are paid quarterly for purchases made through the program when the amount of purchases exceeds \$20,000.00. Bonnie Hall also mentioned that members can donate as much as they want through PayPal to the Guild.

Diane Tewell stated that she and Linda Swonger, the Show Board Treasurer, have become very frustrated with Bank of America and would like to research moving the Guild checking and savings accounts to another bank or credit union. Marty Morrison moved that Diane Tewell have permission to research the issue and bring back information for further discussion. Bonnie Hall seconded the motion. The motion carried.

Minutes – Marty Morrison special membership report should be included in the June minutes, not the May minutes.

Special membership committee report

The special membership committee (Diane Tewell, Karyn Heaney, Diana Wolf, Laural Powell) came up with this recommendation for approval by the Guild Board

Since the fiscal year for the Rio Grande Valley Quilt Guild is from January to December of each calendar year, we accept any membership for the current year until October 31. Beginning November 1 of the current year, membership dues can be paid for the forthcoming year, giving a new member an additional two months. We do not want to discourage anyone from joining our group.

To cover Bonnie Hall's concern about shutting down the membership webpage for the summer – the committee believes that the Membership webpage should be available all year, as we want to “Welcome” new members.

Bonnie Hall stated she has added the following to the membership page: Any dues paid in November or December will be applied to the following year. Dues paid in January through October will be applied to the current year.

Kathe Letulle suggested that the details of the Show Board committee meeting with the South Padre Island Convention Center management should also be placed in the June minutes.

Marty Morrison moved the minutes be accepted as changed. Karyn Heaney seconded the motion. The motion carried.

Library – Susan Coleman– no report.

Second Vice President – Chris Cowan – one form received about items made for donation. She plans to write an article for the newsletter to let members know there is a new web-based form. Members do not need to print a hard copy form to give information to the Community Service chair.

Webmaster – Bonnie Hall – Has added a form for Community Service donations. Also has started adding patterns for military service quilts. She suggested adding a caveat that these patterns are only for quilts for individual use, and may not be made into quilts to be sold.

Membership - Marty Morrison. No further information other than what was submitted in report prior to meeting. The membership page has additional information added to say that persons joining on or before Oct 31 must renew their membership for the following year. Persons joining November 1 or later will enjoy 14 months of membership for their first year. Marty requested a motion be made to add to the Bylaws, under 2.04 Membership Fees and Dues, a new section 2.04.01 which would read, “The fiscal year for the Rio Grande Valley Quilt” is from January 1 to December 31 of each calendar year. We accept any membership for the current year until October 31. Beginning November 1, membership dues can be paid for the forthcoming year giving a new member an additional two months.” Karyn Heaney made the motion as stated. It was seconded by Heather Nelson. The motion carried. The motion from the Board is to be taken to the members when officer elections occur. The members will decide whether or not to add it to the bylaws.

Fat Quarter Draw – Jan Bathke – ready to resume the fat quarter draw when meetings resume. Discussion occurred about alternative methods to continue the fat quarter draw and possible postage expenses.

Military Service Quilts – Lucy Klass – no report other than what was submitted prior to the board meeting. The quilt presentation to the VFW members went well. Additionally, the VFW has a plaque, and would like to present to the Guild recognizing our efforts. This could be done the next time there is an in-person Guild meeting.

Sunshine and Shadows – still need a chair. Cards are being sent by acting chair.

Newsletter – Judy Brown – deadline is this following Monday, but articles would be appreciated sooner.

Academic Scholarships – Evelyn Fincher – no activity to report.

Programs – Laural Powell – suggested moving to some online classes. Discussion of what types of equipment would be needed has been started. If anyone has skills or experience with this, please contact Laural. Deb Warner is exploring the skills to make videos for online distribution.

Publicity – Sarah Reed – nothing to report.

Retreat – Karyn Heaney – no report for this month.

Schoolhouse – Heather Nelson and Bonnie Hall – classes have been scheduled as if they were held normally and have one for each month when they are normally held. There are discussions with teachers about alternative ways to hold these classes. Registration is presently on hold because the format for the classes is unknown, live or online.

Bylaws – Diana Wolf- no report now.

Quilt Show – Laurie Magee – After the meeting with the SPI Convention Center Management, it was decided the management had offered some assurances. A check for the deposit for the Quilt Show was sent, and it can be applied to a quilt show held in 2021 or 2022. While the management seems willing to wait for a decision from our Guild until October, the Show Board consensus was to decide by the end of

September or even sooner. The Show Board is looking more deeply into financial impacts of various scenarios. It is possible that vendors booths would have to be spaced in a different manner and that would effectively cut the number of possible vendors in half. That cuts Show Board revenue substantially. Also, it was decided to suspend Opportunity Quilt ticket sales, and discourage any sales of tickets which may have been picked up.

The Show Board is doing due diligence to ensure the decision to, or not to, hold the Quilt Show is based on reason and not emotion.

Kathe Letulle added a final financial report developed by the Show Treasurer and others shows the 2020 Quilt Show made a profit of \$17,075.87.

Summary Report of Show Board representatives meeting with SPI Convention Management:

Last week Laurie forwarded the recap of the committee's meeting with the representative of the SPI Convention Center. The motion that passed at the May meeting of the Show Board directed the committee to make sure that our deposit would be safe and that we would have options when planning for the 2021 show, or if necessary, postponing it until 2022. We felt that the addendum to the contract and the assurances that we received at our recent meeting, make it possible for us to safely pay our deposit at this point. This will mean that our dates are confirmed for 2021 or 2022. We were also told that the final decision for the 2021 show will not have to be made until October as far as the convention bureau is concerned. We may have to make a decision sooner for other reasons.

CVB Video Meeting recap:

Good Morning, Ladies, thank you so much for taking the time to meet this morning. We appreciate your consideration.

Below are the talking points and recap of the meeting.

Contracts

Per addendum-100% carryover of any and all deposit received and in place for 2021 to the next years' event. The word "Disaster" addressed all events to include: weather, health crisis, and financial hardship Booked events, conferences, and meetings are being addressed on a one to one basis

CVB Commitment

Any discount given on the current year will be honored and carried over to the next year. A complimentary additional day will be sponsored by the SPI CVB at a value of \$5,000.00, in case of financial hardship

Dating available for future events: February 15-19, 2022, February 14-18, 2023

Points of Interest for Preplanning of Event

COVID-19 Precautions Mandated by CDC

*Event Promoter is to make event participants and spectators aware of the following recommendations: face masks, handwashing, social distancing of 6-10ft, and floor flow directions

*Event Promoter responsibilities:

June 2020 Guild Board Meeting

- Temp. check of event staff, volunteers, participants, attendees, exhibitors, vendors, speakers, presenters, contractors to included caterers and delivery services staff
- Disinfecting of all equipment, high used items at all times and after every use
- Provide disinfecting products to be readily accessible
- Caterer -- *Caterer will be made aware of guidelines as issued by CDC on food serving compliance.
- Sneeze Guards for food displays, No Self-Serve for Buffets, Pre-packed utensils, and condiments
- Servers are to wear face masks and gloves
- Security -- *CVB will advise on overnight security

Floor Plan/Setup

- *Need a detailed event schedule
- *Registration cannot be congested, online registration recommended
- *Doors will need to be manned depending on expected attendance
- *Equipment to be used will need to be disinfected after every use
- *Vendors are to be set up 10ft apart, need expected vendor participation
- *Recommendations are to use outside spaces/venues when possible
 - We have 3 remote parking lots + backlot available or as overflow (tents might be necessary)
 - Sunset Terrace and 2 outside back halls can also be used as sitting areas
- * Table setting is of 4 to a round, or 6ft table
- *Square footage for each conference room will have to be set with 6ft social distancing
- *Video Streaming is recommended for virtual visual attendance
- *A diagram and or a detailed event function order will be sent for approval

We understand that there are a lot of moving parts, and would suggest a pre-event meeting to discuss all details and walkthrough of the building.

Please keep in mind that we will be planning with the current CDC guidelines. As things change, we will adjust any floor plan layouts and attendance restrictions.

We at the CVB, are here to listen, help, and support your team.

Please don't hesitate to email, call, or text with any questions or concerns. We look forward to working with you and your team on a successful event! Stay safe! --Best Regards, **Mayra Nuñez** | CVB Sales & Services Coordinator

Feel free to give any comments and they will be taken under advisement.

General remarks in conclusion

Kathe Letulle stated a few Guild issues need to be addressed. We need to form a nominating committee as there are three positions which will need to be filled, Membership (1st VP), Community Service (2nd VP) and Treasurer. Additionally, there are some vacancies for some committee chairs such as Historian and Sunshine and Shadows. Historian might be shifted to more of a digital mode. That type of information could be uploaded to a Guild cloud account. There are physical quilts that belong to the Guild which are currently stored with Laurie Magee, and retreat quilts currently stored with Karyn Heaney.

Meeting adjourned.