

Board meeting August 5, 2020

The meeting was called to order by President Kathy Letulle at 9:01 am.

Present: Karyn Heaney, Marty Morrison, Bonnie Hall, Lucy Klass, Kathe Letulle, Diana Wolf, Laurie Magee, Chris Cowan, Laural Powell, Diane Tewell, Heather Nelson, Judy Brown, Debi Warner, Susan Coleman, Pam Manley, Sarah Reed, Jan Bathke. Quorum present.

Secretary – Diana Wolf - Secretary's report was approved as written.

Treasurer – Diane Tewell. Treasurer's report was approved for audit.

Beekeeper – Terry Davis – no report.

Community Service – Chris Cowan – Discussion occurred whether or not a member submitting items or hours for credit toward community service received a Jotform response when successfully submitted. The situation is to be investigated.

Fat Quarter Draw - Jan Bathke - The committee has plenty of fabric to use when in person meetings resume next year. The program is generally self-sustaining and does not anticipate needing funds for some time.

Facebook – Jan Bathke – sought guidance about whether members should be able to post birthday wishes or other wishes on the Guild Facebook page. The consensus was it is not occurring often. The preference is the Guild Facebook page content be about Guild and quilting related matters.

Historian – Debi Warner has started archiving some material. Two big tubs of more material were found in the storage locker. Arrangements were made to retrieve them.

Librarian - Susan Coleman – little activity at present. She requested no more donations in the foreseeable future.

Membership – Marty Morrison – 320 members.

Military Service – Pam Manley and Lucy Klass – Had bundled 31 quilts to be quilted. She will investigate the size and rate for a smaller unit to conserve funds. Military Sew day at Trophy Gardens changed to January 13, one day earlier than originally scheduled.

Newsletter – Judy Brown - Deadline is the Monday after the general meeting.

Programs – Laural Powell – Meeting frequently and coordinating with Zoom committee. Saturday Guild meeting will be a "Meet and Greet" and the first general meeting to be held on Zoom. September general meeting is planned to be a full meeting on Zoom. Additional plans are being made to have program speakers on Zoom later this year.

Publicity – Sarah Reed – no additional information. Suggestions for future publicity included sending information to public news outlets regarding programs and classes through December.

Retreat – Karyn Heaney – Friendship Retreat has 11 openings; Blue Bonnet is full.

Academic Scholarships – Checks to award winners were mailed. The award amount for 2020 to be awarded in 2021 has not yet been determined.

Schoolhouse – Heather Nelson and Bonnie Hall – Information about classes is posted on Guild web page, but students cannot enroll yet as teaching method, in person or Zoom, is not yet decided. Teachers can use the Zoom studio at GOB Quilts to teach classes if they wish. There is also a popup studio available in mid or western valley through Diana Wolf.

Sunshine and Shadows – Jackie Landon is the new chair and has assumed duties.

Youth Outreach – no report.

Webmaster – Bonnie Hall Several surveys were sent and completed, quilt show, vendor and Zoom training for members. A separate domain was purchased for use by the quilt show.

Zoom Committee – Diane Tewell – Several on committee are attending ongoing Zoom training designed for Guilds and their special needs and issues. Training for Guild members will be offered by the Zoom committee, organized by device used. The response has been very positive. Committee is developing guidelines and procedures to use Zoom during meetings. Scheduled meetings are attached to a Google calendar, but has all meeting details such as logon and password, so at this time, cannot be made public.

Bylaws Committee – Diana Wolf – First item may become a standing rule temporarily, but will be published in the newsletter in September to provide notice to members of a bylaw change.

The bylaw would read: Article 2. Section 04.01

Since the fiscal year for the Rio Grande Valley Quilt Guild 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 of the current year, membership dues can be paid for the forthcoming year, giving a new member an additional two months.

Laural Powell moved the wording become a temporary standing rule until bylaw voting is scheduled. It is to be printed in the September newsletter for member consideration. Seconded by Marty Morrison. Passed.

The Board adopted to recommend to be included in the September newsletter for member consideration as a bylaw change in Article 4, Section 12.01, next to last paragraph to read:

There shall be no transfer of funds between Guild checking accounts either to or from the Guild savings account without prior Board approval.

The remainder of the paragraph still reads: When a checking account transaction exceeds \$1,500 this will require two (2) signatures.

Proposed addition of “Initial payment to a Quilt Show venue may be made after approval of the Show Board and the Guild Board.” Bonnie Hall suggested more discussion is needed on this matter and on electronic transactions as well. The matter was tabled until the next board meeting.

The following addition to Standing Rules was proposed:

r) Video Conferencing committee – has the following responsibilities

1. Each year, two months before the video conferencing subscription is to end, the committee will recommend to the Board whether or not to continue subscription. The Board, from time to time, may decide whether to raise, lower or end the subscription plan.
2. The committee will provide a method for ongoing training for prospective, new and existing members. In the event a different video conferencing platform is selected, the committee will provide ongoing training to prospective, new and existing members on the new platform.

(Note in August 2020 – the Video Conferencing Committee is currently referred to as the Zoom committee to reflect the current video conferencing platform. This may change from time to time.)

Marty Morrison – moved to accept the standing rule as proposed. Seconded by Laural Powell. The motion passed.

Kathe Letulle, President, asked the Board's opinion of the next general meeting (three days this board meeting) be on the Zoom platform in the format of "Meet and Greet". It was decided to schedule the Meet and Greet between 10 am and noon. An email with pertinent information about the Meet and Greet is to be sent to all members.

Quilt Show – Laurie Magee – There were three motions proposed:

MOTION: So moved to Change the 39th Annual RGV Quilt Show into an ON-LINE Format with necessary restructuring.

MOTION: So moved to purchase the domain name "RGVQuiltShow.com".

MOTION: So moved to purchase website for a year at \$312.00 for newly purchased domain name "RGVQuiltShow.com".

Explanations and discussion occurred and the major points are provided in these minutes.

These motions arose from committee discussions which observed the expenses at the convention center at SPI continued to rise, many vendors stated they were not going to be able to come, the limitations on spacing during the convention to comply with CDC guidelines, and the membership poll indicated less involvement in the show and attendance. The committee did not want to postpone the event for a year. Expenses listed in the motion would be paid from the Show budget. The show domain was purchased for two years with security protection. The \$312.00 purchase included an ecommerce solution.

A second exhibit showed how the Show committee had divided itself into different groups to focus on specific areas in the transition to a virtual event. The virtual Show reduces some costs significantly and allows the event to occur over more days. The committee felt the motions represent permission to start planning a virtual show for the Guild. The committee selected a model using a hybrid of website and Zoom technologies. The Show webpage would have several subpages for the various functions and interest areas. Classes could be scheduled over more than two days and at different times during the Show. Other virtual quilt shows have reached a wider audience. It might be possible to host other classes or events using the Show website at other times of the year. The virtual show dates could be expanded beyond the two days presently scheduled at the convention center. The three motions were presented again and a request was made to call the question.

The motions carried.

Much optimism was expressed about how the virtual Show could help maintain or increase interest the Guild.

The meeting was adjourned by the President at 3:37 pm.

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NOTE: Officer and Committee reports used as a basis for Board discussion follow.

RGVQG Board Reports

August 2020

PRESIDENT: Kathe Letulle

1. Procedure for handling paying guests at zoom Guild meetings. WHO will send the guest the ZOOM meeting link to attend the Guild Meeting hopefully automated
2. Procedure for handling new members enrollment after the Meeting Zoom link has been emailed out to all members, new members not yet notified have the link to attend the Guild Meeting.
3. August 8, 2020 9AM - Guild Meet and Greet?????????

SECRETARY: Diana Wolf

Board meeting July 8, 2020

On our first Zoom call:

Kathe Letulle, Laural Powell, Karyn Heaney, Diana Wolf, Laurie Magee, Pam Manley, 708 755 4826, Diane Tewell, Marty Morrison, Susan Coleman, Judy Brown, Deb Warner, Lucy Klass, Bonnie Hall. Quorum established.

Treasurer's report. Motion made by Marty Morrison to accept Treasurer's report. Seconded by Laural Powell. Motion carried and report is filed for audit.

It was noted that to determine funds actually available for working capital, you would take the checking balance, add any PayPal balance (\$216.75) and subtract any outstanding checks. Therefore, the \$13,296.05 checkbook balance would need to have the two outstanding checks of \$2,000.00 and \$1,620.00 subtracted from the balance to give us a working capital figure of \$13,296.05. We have fixed obligations of \$9,667.00 for the remained of this fiscal year ending December 31.

Diane Tewell had investigated moving our checking accounts to other banks or credit unions. For the past couple of years, Bank of America (BOA) had charged us \$65.00 to deposit cash from the Quilt Show. After several hours on the phone, it would be reversed. This year, during a discussion with a bank officer, the BOA software for our Show account was reconfigured to remove that type of charge in the future. Due to this and other factors such as multiple locations, charges for account activity, and distance from residences, the conclusion it would be less expensive and more convenient for the current two treasurers to leave the accounts at Bank of America.

Kathe requested all officer and chairs think about how their expenses could be reduced for the remainder of this year, and possibly next. Those thoughts should be sent to Diane Tewell who has been tasked with developing a new budget.

Secretary's report. Motion to accept June 10, 2020, minutes made by Bonnie Hall, seconded by

Marty Morrison. Motion passed.

Laurie Magee reported on behalf of the Show Board. The South Padre Island Convention Center presented an 18 page form about how a show would be conducted under a pandemic, according to health guidelines mandated. Additionally, some expenses typically not applied to our account would be applied in the future, particularly drapes, decorating, electricity and possibly more. She had not received an exact list of these expenses. The Quilt Show expenses. We would be able to have a third of the typical number of vendors, and would need twice as many volunteers. Additionally, our volunteers would be responsible to take temperatures and fill out coronavirus screening questionnaires for attendees. It seems likely it would not be profitable to have a Quilt Show in February 2021.

Surveys are going to members and possible vendors to learn more information. The possibility of a virtual quilt show is being explored by a subcommittee.

MOTION: I, Laural Powell, move that South Padre Island Chamber of Commerce Yearly Membership be considered as a standard bill, and be paid yearly until such time that the Guild Board votes to discontinue this membership. Motion passed by Guild Board. Note: SPI Chamber of Commerce Membership is due and payable each year in May, and is paid from the Show Board Publicity Committee funds.

Librarian – Susan Coleman – very little activity. Due to pandemic, not inclined to invite people to look at books in person.

Newsletter – Judy Brown – deadline for articles remains the same.

Programs – Laural Powell – Zoom video conferencing platform is being considered for Guild activities. The program committee felt general and board meetings as well as classes could be held on the platform. Programs could be opened up to the public, but arrangements are needed to charge them fees higher than fees for Guild members.

Kathe Letulle outlined specific arrangements which would need to be made for a paid Zoom account for use by the Guild to meet Guild needs. Having a Zoom account is anticipated to be until in-person meetings can occur. It was noted that Schoolhouse classes could expand to up to 100 and that would generate income to the Guild. Additionally, Bees could meet using the Guild Zoom account and meet longer than 30 minutes. Virtual retreats could be held on Zoom.

Laural Powell moved the Guild invest in a Zoom Pro account for one year, seconded by Debi Warner. Motion passed.

Plans were made to investigate having a Guild general meeting online in the near future. Laural Powell made a motion to invest an additional \$65.00 so one Guild meeting can be held on Zoom to test using it with a large group. Seconded by Debi Warner. Motion carried.

Retreat – Karyn Heaney – waiting to hear from a few people and may have some openings at the Retreats.

Historian - Debi Warner – Introduced as the new Historian. She asked for persons who used to be Historians, location of old Show programs, and space to store digital records for the Guild.

Membership – Marty Morrison – 316 members

Military Service – Pam Manley – explored selling some quilts for donations. Discussion ensued

about whether or not these transactions for donations would violate copyright laws.

Community Service – Chris Cowan – no report.

Fat Quarter Draw – Jan Bathke and Esther Schmidt Members agreed to postpone this activity until in person meetings can resume.

Academic Scholarships – Evelyn Fincher reported one recipient is attending school in the Valley. One check is still outstanding. Budget considerations may need to reduce the award amount, but it cannot go to zero due to one of the two Guild stated purposes is education.

Beekeeper – Terry Davis – no report.

Schoolhouse – Heather Nelson and Bonnie Hall – Heather Nelson may not be able to return to the Valley to facilitate Schoolhouse classes.

Sunshine and Shadows – still need a chairperson.

Publicity – Sarah Reed – no report. Need to get the word out in the community that we are starting something new.

Webmaster – Bonnie Hall – some military service quilt patterns are up on the website.

Zoom meetings technique - a suggestion made to screen share documents in landscape mode so participants can see more of document.

Bylaw chair – revisions postponed a month.

Nominating committee – need two board members to volunteer to be on nominating committee.

Treasurer – how to report donations to Guild. It was decided to put these in a Donation line item for accounting purposes.

TREASURER: Diane Tewell

July 2020 Treasurer's Report

July 1 Beginning Bank Checking Balance	\$16,699.30
Income	\$ 676.91
Expenditures	(\$ 3,878.84)
July 31 Ending Bank Checking Balance	\$13,497.30
July 31 Outstanding Checks	(\$ 2,000.00)
July 31 Q/B Register Checking Balance	\$11,497.30
July 1 Savings Account Balance	\$33,153.74
Interest earned	\$ 1.37
July 31 Savings Ending Balance	\$33,155.11

BEEKEEPER: Terry Davis

Nothing to report

COMMUNITY SERVICE: Chris Cowan

FAT QUARTER DRAW: Jan Baethke and Esther Schmidt

FACEBOOK: Jan Baethke

I need your thoughts about whether or not our members should be allowed to post photos about their birthday party or anniversary party or wishes to another Guild member. A couple of months ago a member did this, and I wasn't sure if this is allowed. Please give me guidance.

HISTORIAN: Debi Warner

Bonnie has created a set of files for me to store digital items from our history. I have been scanning and adding the items I have received.

In anticipating the 40th anniversary of the Quilt Show, I am working on the table below to fill in our chairs and themes. I have emailed all the chairs below if I could locate them and asked for help in filling in the blanks. Only a few have answered.

Quilt Show Chairs, Themes, Opportunity Quilt

Year	Chair	Theme	Opportunity Q	Made by
2000	Molly Polvado Pam Manley Kim Gaynor	Wild Flowers Across Texas	Wild Flowers Across Texas	Weslaco Heritage Quilting Bee
2001				
2002	Laura Wilson		Flights of Fancy	Har-Benito Bees
2003	Gail Hodge		A Walk in the Garden	Sew Be It Bee
2004	Mary Anne Benancourt			
2005	Florea Flores			
2006	Annette Sweet			
2007	Barbara Thompson			
2008	Lila Hetzler	Hanging our Quilts		
2009	Melanie Franks	Kaleidoscope of Life		
2010	Mauverdyne Hambleton	Stars over the Rio Grande		Trophy Gardens Bee
2011	Anita Schmidt	Flowers Around the World		
2012	Jan Major	Round About Stars		
2013	Evelyn Fincher	Hearts and Apron Strings		

LIBRARY: Susan Coleman

Welllll, I will be boxing up ALL of the library books sometime in the next couple of months. I need to replace my floor due to a leaky roof during Hanna. My plan is box the shelved books in order, realizing that some were checked out in Jan & Feb. that were not returned yet. I have

been sorting out books for our garage sale, and those will be ready to go!
I'm asking for no more donations until we start meeting again and have shelves in place at our meeting place. Depending on how things look as we go forward, I may not unbox them until we are ready to move them to Trophy Gardens. But we can decide that at a later time.

MEMBERSHIP: Marty Morrison

As of Aug. we 320 members. We've had a few new members in the past month that do not have a local address -- so maybe they have friends that have told them about our Zoom meetings.

MILITARY SERVICE: Pam Manley and Lucy Klaas

We had a number of quilt tops to be bundled. Seven Alamo Row Quilters and friends stepped up and we now have 31 bundled and 8 are on their way to a longarm. Extra special thanks go to Elaine Hall who directed the bundling and Sharon Crosswhite who graciously volunteered to quilt some of the bundles. We still need some quilting angels.

We have more flimsies (tops) to bundle, but are almost out of backing fabric. There is approximately one and a half rolls of batting to use after our recent activities. There are some pieces of fabric which can be made into blocks.

We are looking for more people to piece blocks, and are exploring creative ways to accomplish this using Zoom. If you have suggestions about Military Service Quilts, please let us know.

We look forward to having some quilts ready for Veterans Day in November.

Lucy Klass and Pam Manley, Military Service Quilts

NEWSLETTER: Judy Brown

Due date for August newsletter is **Monday, August 10, 2020**, to be sent to newsletter@rgvqq.com

PROGRAMS: Laural Powell

Please enter your report here

PUBLICITY: Sarah Reed

Please enter your report here

RETREAT: Karyn Heaney

Friendship Star Retreat now has 11 openings. Great time for a group to hop onto the Retreat Wagon. Lots of laughs and new friends will be made. Get to know your Guild members in a relaxed atmosphere. Great accommodations and delicious home cooked meals. You'll be happy you did. Contact me. I'm in the directory.

ZOOM: Diane Tewell

Our Zoom Committee is; Diana Wolf, Kathe Letulle, Laurie Magee, Laurel Powell, Deb Warner, Marty Morrison, Jean Wauflle and Diane Tewell.

We have had several Zoom "learning" meetings. Diana, Deb and I have attended several Zoom training meetings and videos. They were great in offering many suggestions and tips as to holding meetings, program classes, demos and speakers on the Guild level. The committee decided to offer training classes to our Guild members. Bonnie created and sent a survey to all

Guild members with a response date of August 4th. Based on the results we will be offering classes on; Windows, Tablets, Smart Phones, iPads and Mac computers, with 5 teachers. Our plan is having 2 classes for each device. We hope to start the training classes as soon as

possible.

Diana, Deb and I have been working on creating Zoom meeting guidelines and procedures. We hope to have these for you by our next meeting.

QUILT SHOW: Laurie Magee

My Aug 5 show board meeting will focus on the information gathered about the 2021 Quilt Show and a vote to hold or cancel the show. Point two will concern attempting to create a virtual event to replace the SPI event.

BYLAWS COMMITTEE:

Guild Bylaws – proposals to add or amend

New section:

Article 2. Section 04.01

Since the fiscal year for the Rio Grande Valley Quilt Guild 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 of the current year, membership dues can be paid for the forthcoming year, giving a new member an additional two months.

Article 4, Section 12.01

Next to last paragraph reads:

There shall be no transfer of funds between accounts without prior Board approval. When a checking account transaction exceeds \$1,500 this will require two (2) signatures.

Changes are in **Bold**

Amendment to read:

There shall be no transfer of funds between Guild checking accounts **either to or from the Guild savings account** without prior Board approval.

And an additional sentence at end of existing paragraph to read

Initial payment to a Quilt Show venue may be made after approval of the Show Board and the Guild Board .

Proposed new Standing Rule

14. Standing Committee Descriptions and Purpose

Proposed

p) Video Conferencing committee – has the following responsibilities

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