

Board minutes from August 11, 2021

The meeting was called to order at 9:30 am by Marty Morrison, First Vice President. Board members present were: Jan Bathke, Diana Wolf, Marty Morrison, Susan Coleman, Mike Hall, Bonnie Hall, Gayle Steinbeck, Debbie Williams, Jackie Landon, Judy Brown, Jean Waufle, Mellie Peach, Laural Powell and Jan Rondeau. A quorum was established.

A discussion occurred regarding the proposed contract with Trophy Gardens. The proposed contract:

Contractual Rental Agreement Trophy Gardens, 800 State Highway 495, Alamo, Texas 78516,
Office: 956-787-7717, Fax: 956-787-7718, Manager@trophygardens.com

August 11, 2021

This contractual rental agreement is Between:

1) Trophy Gardens RV Resort ("Trophy Gardens" 800 State Highway 495, Alamo, TX 78516;
Manager@trophygardens.com, a property of Wilder RV Resorts, www.rvresorts.com. Corporate,
2536 Countryside Blvd. Suite 250, Clearwater, Florida 33763)

2) Rio Grande Valley Quilt Guild (The Guild", P.O. Box 32, Weslaco, TX 78599;
President@rgvqg.com).

The Guild Meetings:

Monthly Guild meetings: the use of the large main building/hall to accommodate a minimum of 150 members during the winter season, November-April, with off season to accommodate approximately 70 members.

Trophy Gardens will provide and maintain adequate audio-video equipment, mics, and internet access for in house speakers, ZOOM programs and guests as needed.

RGVQG will be able to use the hall and kitchen for the December luncheon between the hours of 8AM and no later than 2PM and the March Garage Sale between the hours of 8AM and 11AM.

The Guild meetings are scheduled for the 2nd Saturday of each month between the hours of 7:30 am - 12:30 pm, no later than 1 pm with adequate tables, chairs, air conditioning/heating, lighting, electrical service, internet services, restrooms, and parking provided by Trophy Gardens at every meeting. Meeting room set-up will be provided one week in advance of the meeting. The rental fee is \$300.00 per meeting beginning November 13, 2021 as agreed by both parties.

Closet for library: A locked closet will be provided for The Guild "quilting book library". The Guild is responsible for providing carts or a way to display the books for their members. The space of this closet shall be free of charge as agreed by both parties.

Further Agreement:

Monies (\$300.00 for each guild meeting), The Guild pays for use of the facilities, will fund the Trophy-Gardens Quilting group for their building fund. Future planning for the Guild's speaker program (in house and Zoom) and schoolhouse classes at Trophy Gardens requires sufficient electrical power for additional electric power strips, and room to accommodate a minimum of 25 students for sewing machines, irons and ironing stations, lighting, adequate seating and 8' tables for students and instructor(s).

Trophy Gardens is open to provide the above once the space is identified and agreed upon by all parties.

This contract shall be in force and renewable annually. Each party agrees to provide a minimum of three (3) months' notice if elected not to renew this agreement. This agreement may be terminated by either party with three (3) months' notices due to either party's failure to adhere to the agreement. No other charges beyond the above agreed fees listed above shall be assessed to The Guild for Internet Services, Electrical Services (to include Lighting, Air Conditioning/Heating, etc.) use of Audio-video equipment, storage space, rest rooms or parking area.

Rental Fees are due and payable on the day of each meeting.

Trophy Gardens RV Resort Manager (Signature, printed name and date)

RGV Quilting Guild President, (Signature, printed name and date)

A robust discussion occurred. The Trophy Gardens Park management plans to start having activities in their hall at the first of September. Mike Hall related that he and Kathe Letulle had a detailed discussion about the financial impact on the Guild depending on which date the Guild starts to meet at Trophy. The contract does not seem to contain an end date. The annual contract specifies a three months' notice by either party if not renewed. Facilities for Schoolhouse classes are mentioned in it. If the Hall is shut due to public health concerns, the Guild does not have to pay for the meeting space.

The contract goes on to say our Schoolhouse classes would accommodate up to 25 students. There was a question about a word beginning a sentence, was the word "future" or "further" in the sentence which reads, "Future planning for the Guild's speaker program (in house and Zoom) and schoolhouse classes at Trophy Gardens requires sufficient electrical power for additional electric power strips, and room to accommodate a minimum of 25 students for sewing machines, irons and ironing stations, lighting, adequate seating and 8' table for students and instructor(s)." This does not mention a fee to rent the room from Trophy for Schoolhouse classes or Board meetings. Marty to mention the omission of fees for Schoolhouse and Board meetings to Kathe. Mike mentioned a letter dated in 2020 that talked about future planning between Trophy and their sewing / quilting group. There were additional questions about which room or rooms to be made available for Schoolhouse classes.

Mike Hall presented the Treasurer's report:

Monthly Account Balances as of 7/31/2021

RGVQG Checking

| | |
|-------------------|-------------|
| Beginning Balance | \$15,035.87 |
| Income | \$75.62 |
| Expenses | \$1796.36 |
| Ending Balance | \$13,315.13 |

RGVQG Savings

| | |
|-------------------|-------------|
| Beginning Balance | \$33,134.14 |
| Interest Income | \$0.84 |
| Ending Balance | \$33,164.98 |

RGVQG Quilt Show

| | |
|-------------------|-------------|
| Beginning Balance | \$13,714.71 |
| Income | \$881.16 |
| Expenses | \$65.72 |
| Ending Balance | \$14,530.15 |
| RGVQG Retreat | \$3,000.00 |

Mike shared Zoom had included sales tax in our annual bill, but had contacted the company, changed our status with them and had the sales tax amount reversed back to us. He can now transfer PayPal fees belonging to Quilt Show expenses directly into the Quilt Show budget. As the bill for the Weslaco storage unit is \$1650.00, he needs Board authorization to pay it as it is over the \$1000.00 limit to spend without prior authorization. If it is paid annually, we receive one month free. However, if the fee is prorated between the Show Committee and the Guild, i.e., paid in two amounts, we lose our free month's rent. The Quilt show pays the Guild \$81.00 for the ability to store some items in Weslaco. Laural Powell moved that the Treasurer pay the storage rental, and the Show pay the Guild the \$81.00 for their share of the rental. Jackie Landon seconded and the Board passed the motion. He announced the audits for Retreat account. The audit for the checking account is pending. This audit is required to maintain our current rate of surety insurance.

The Guild Cloud storage has been backed up in a separate hard drive, currently stored in a fireproof box. Plans are made to back it up monthly.

Considerations for starting in-person General meetings are; the balance in the checking account, fixed expenses for insurance and operations, program expenses, no projected income except for dues to cover membership for next year starting Nov 1, how many months the General meeting are held at Trophy Gardens, if we decide to continue Academic Scholarships at any level, the financial impact of the Quilt Show and vendor participation, if we draw funds from the Retreat checking account and a few other matters. The funds in the Retreat account would not be needed until March 2022, if then. These assumptions include no income from the Quilt Show. The Amazon Smile program is providing a very small amount of income, close to six or seven dollars a quarter presently. It was suggested that Mike provide a video showing how a member can connect their Amazon account to the Smile program. He will see what he can do about that.

Given some assumptions, a proposal is put forward to have in-person meetings in 2022 for January, February and March, and then again in September, October, November and December. Any income generated by monthly programs, membership increases, or quilt show income would be a buffer for 2023 expenses and possibly alleviate the need to dip into the savings account.

Jean Wauffle as Program Chair explained the challenges to book programs for future years with an unknown budget amount. Several members have declined to present a program for the Guild.

A new bylaw is to be taken up at the General meeting on Saturday, which adds a sentence to the Treasurer duties. Diana Wolf stated the bylaw would read, "Documents pertaining to the Guild financial status shall be handled as per requirements of the IRS and the State of Texas."

The Beekeeper, Diana Wolf, reported minimal activity through the summer.

Nothing new was reported by Community Service, Fat Quarter Draw, Facebook and the Hostesses.

The Historian position remains vacant.

The Librarian, Susan Coleman, wants to check the physical dimensions of the closet at Trophy Gardens to ensure the bookcases can be stored inside of it. She will contact the manager of Trophy.

Marty Morrison, Membership chair, liked a mentor for new members per a conversation from Jackie Landon.

Military Service does plan to spend their remaining funds prior to the end of the year. They are planning a sew day, but may be thinking "outside the box" due to the pandemic situation. There had been no requests for a MS quilt over the summer so far. Lucy will be returning to the Valley in October, Millie in November. An inventory of the MS quilts was presented, 78 completed, others in various stages of completion.

A reminder that the newsletter is due on Monday was given by Judy Brown, newsletter chair.

The Nominating committee had no report.

Community Outreach activities are suspended until later in the year per Diana Wolf.

The Program Chair, Jean Waufle, plans to reduce her budget for meetings as a part of her planning for next year. She has asked members to present, but has not had favorable responses. However, members say they attend the Guild because of the programs. It seems to be a conundrum. The possibility of a mystery quilt was proposed which could be a short part of a program. A state Guild had a mystery quilt project which stretched over nine months. Each month an email was sent with detailed instructions. It cost \$30.00 to be part of the mystery quilt project, so it was a money-making project. National speakers want a sizable audience so they can sell their tools, kits and books, a larger attendance than we have experienced in the last few months.

The Retreats are filling up, 38 for Friendship Star and 45 for Blue Bonnet with a maximum attendance of 48. As usual, a wait list will be started if more than 48 want to attend one of these.

Schoolhouse classes are desired to be in-person, but may not be possible in that format. Zoom classes are a possibility if we cannot be in person. Debbie Williams presented the tentative class schedule, and it will be put on our website.

Sunshine and Shadows, Jackie Landon, has sent cards to two members.

Bonnie Hall, Webmaster, and Diane Tewell, Zoom Coordinator, had nothing to report.

Quilt Show chair 2022, Laural Powell, online registration for quilts is open. An additional category for Bee Banners has been added. Laural will be negotiating personally with hotels on the island for special rates for show participants. Some Quilt Committee chairs have been filled, but she is still looking for volunteers. Debbie Williams has agreed to chair the Silent Auction committee. The blocks for the Opportunity quilt are being constructed by small groups of four to six. She welcomes more groups to help with the blocks. Using the Creative Grids ruler makes consistently sized blocks which helps when the top is assembled.

Chairs for the 2023 and 2024 shows are still needed. Past Show chairs and committee members will help the new chairs.

Diana Wolf, Secretary, presented minutes from the 2021 July Board meeting and they were approved. The minutes from the 2021 June Board meeting were also approved.

The meeting was adjourned at 11:03.

Respectfully submitted, Diana Wolf, Secretary.