

# BOARD MEETING MINUTES – AUGUST 12, 2025

Called to order at 6:43 pm  
Conducted by Barbara Mathews



Attendees: Barbara Mathews, Maria Copak, Kay Whiteside, Linda McKenna, Eva Newman, BJ Kaiser, Evie Rienstra, and Linda Adams

Absent: Amy Printup, Mary Walton, Vickie Mihelich

## MINUTES

- Following discussion about whether member(s) should be mentioned by name in the minutes when there is an issue since minutes are published openly on website, it was felt that names should appear for there to be an accurate record; however, minutes could be published on the “Members Only” page rather than publicly.
  - Kay Whiteside entered a motion to move all minutes to the “Members Only” page on the website. Linda Adams seconded the motion, Motion passed.
- Evie Rienstra indicated that in the July Board Minutes, the programs noted for September 2025 and January 2026 were reversed.
- Maria Copak entered a motion to approve the July Board Minutes as amended as noted. Linda McKenna seconded the motion. Motion passed.

## TREASURER’S REPORT – in the absence of Vickie Mihelich, Barbara Mathews presented the June & July reports

Beginning Balance June - \$13,804.60	Beginning Balance July – \$12,831.87
Income - \$665.55	Income - \$3,523.58
Expenses - \$1638.28	Expenses - \$1,006.13
Ending Balance - \$12,831.87	Ending Balance - \$15,349.32

- BJ Kaiser entered a motion to approve both reports as presented. Linda McKenna seconded. Motion passed.
- It was suggested that when outstanding checks are noted in the report, the Payee should also be included.
- It was mentioned that a new budget is needed to cover the period from July-December 2025.

## Old Business (Previous Action Items)

- Barbara Mathews
  - Membership Card (Marty Read) – still waiting for response from Jeri Read
  - Follow up - Goeske regarding cupboard for Guild supplies – no cupboard available at this time.
  - Follow up - Leah Zeiber – sent an email; awaiting response
  - Confirm with Goeske re: December meeting – regular meeting date is OK.

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- Kay
  - Email - membership prior to general meeting – ongoing; to appear as New Business at each board meeting.
  - Email new/renewing members with new “Members Only” password (changing 8/1) - completed
  - Email current members not renewed advising no access “Members Only” until membership renewed - completed
  - After August 1<sup>st</sup>, email as members renew advising them of the “Members Only” password - ongoing
  - Add Facebook link on website - completed and tested
- Cassandra/Kay
  - Recent group photo uploaded to guild Facebook page – will be done when an appropriate picture can be taken
- Eva/BJ/Kay
  - Coordinate new roster and email distribution lists – completed to-date; to be ongoing as membership changes
- Evie
  - Installation program - completed
  - July Program - Follow up with chiropractor and/or advise Kay regarding possible patriotic show and share - completed
  - Follow up with scheduled speakers re: when and where for workshops – completed – see under New Business for details
- Linda Adams
  - Check with Pam Waters regarding utensils from Saturday Sew Day - completed
- Linda McKenna
  - Update SCCQG with current URL – unsure what this was. Will follow up this month

## New Business

President – Barbara Mathews

- Approve New General Board Members
  - Ways & Means – Mary Walton
  - Retreats/Events – Amy Printup
  - Door Prizes – Rebecca Gibson
  - Greeter – Barbara Zaricki

Maria Copak entered motion to approve. Eva Newman seconded. Motion passed.

It was noted that Ways & Means and Retreats/Events are voting positions and, therefore, chairpersons are required to regularly attend board meetings unless the President is notified in advance. Barbara will follow up with Mary and Amy.

- Barbara reminded everyone of the remaining General Board Openings

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- Community Projects – until a chairperson is appointed to attend board meetings, Barbara suggested that individuals responsible for each area (e.g., QOV, Comfort Quilts, etc.) be asked to either plan to attend board meetings or provide updates via email to the board.
- Virtual Team – discussion, but no action to-date

### Communications Report – Kay Whiteside

- Kay has added an “Other Guilds’ News” tab on the website which she will update automatically as she received information about programs, quilt shows, etc.
  - Barbara Mathews gave Kay information on several upcoming quilt shows.

### Membership Report – Eva Newman

- Total Members to-date: 60
- New Members: 0
- Attendance at July General Meeting: 41
- Guest(s) at July General Meeting: 1 – Marvaleen Belcher
- Those members who have not renewed their membership will have an opportunity to do so upon entry to the August meeting; otherwise, they will need to pay the \$5 visitor fee.
  - Eva asked about having “change” for visitors who pay cash. Board agreed she should follow up with Vickie Mihelich to make this happen.
  - It was noted that board members Tami Alexander and Susan Miller have not renewed their membership (necessary to serve on the General Board)

### Ways & Means – Mary Walton

- In Mary’s absence and at Mary’s request, Barbara opened a discussion of what the Guild financial goals are/would be. Several suggestions regarding possible use of funds, in addition to speakers and workshops, followed
  - Opportunity Quilt – would need a coordinator in addition to members to piece blocks and construct, quilt and bind the quilts as well as sell tickets.
  - Cover Victoria Village Clubhouse costs for various Guild Sew Days
  - Cover cost of meeting room on Quilt Cruise out of San Pedro (BJ will follow up with travel agent regarding options available)
  - Cover some costs of possible quilt run (i.e., CA coast, central CA)
  - Pay nominal amount TBD to members volunteering to quilt for QOV.

### Hospitality Report – Linda Adams

- Linda announced that August general meeting potluck would be provided by those with birthdays in May, June, and July.
- Discussion regarding budget (\$250 on current budget)

### SCCQG Report – Linda McKenna

- Linda “attended” two Zoom meetings; one for new members as well as the SCCQG regular quarterly meeting.

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- Quarterly meeting included talk on sales tax. Discussion followed regarding how this affects RQG.
- She mentioned insurance is due in September – payment on same check as annual dues. If not paid by November 30, there is a \$25 late fee.

## Community Projects Report - no report

## Retreats Report – Amy Printup

- In Amy's absence, Linda Adams reported that the beach retreat is full (18 participants). A discussion of possible games, activities at the retreat followed.

## Programs Report – Evie

- July Patriotic Show & Share went very well especially with the unavoidable short notice.
- August:
  - Manny Caldera presentation on Singer history and the Featherweight. He will bring several machines to display as well
  - Related Featherweight Maintenance Workshop Date: Saturday, Oct 11 at Victoria Village. Since approx. 2 hrs. long, possible to do two sessions on 10 people in one day.
    - 9:30 and 12:30
    - \$45/person
    - Evie will announce specific and have a sign-up sheet at the August general meeting.
  - 50% Challenge Reveal and drawing
  - Due to time constraints – no Show & Share in August
  - North City Quilt Guild will display and sell tickets for their opportunity quilt
- September: Candy Glendening, her quilting journey; art quilts, hand dyed fabric presentation
  - Candy will lead a workshop on Saturday, November 15 at Victoria Village Clubhouse. “Free Motion Machine Sketching”
    - Maximum participation: 20
    - Specific detail to follow as available
    - Evie will provide sign-up sheet as well

## Challenges Update – Evie

- 50% Challenge reveal at August meeting. Each entrant will be included in a drawing for a \$50 gift card to the Cotton Gin in Redlands.
- Next challenge will be a “Stash Challenge Exchange” – details to follow
  - Exchange in September; Reveal in January

## Hoffman Tour Update - Evie

- Evie will be checking for available dates in the Spring (March or April). Details to follow closer to that time.

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## RQG November Exchange

- After discussing several options for theme and project, the Board decided on a Winter (not necessarily Christmas) theme.
  - 16-inch square pillow cover
    - Possible pattern(s) to be posted on website
    - Without pillow
    - Must close (e.g., zipper, envelope close, etc.)
    - Suggested that fabric be pre-washed so that cover can be removed as needed to clean without concern of shrinkage
  - Announcement will be made at the September general meeting
  - Kay Whiteside will bring samples to share

## Action Needed (Recap)

### Vickie

- On report, provide payee information for any outstanding checks
- With appropriate board members, establish July-December 2025 budget to present to board for approval

### Barbara Mathews

- Follow up with Marty Read regarding membership card
- Follow up with Leah Zeiber
- Follow up with new board members regarding board meeting attendance
- Follow up with community project “leaders” regarding attending board meetings and/or reporting updates to General Board

### Kay

- (Ongoing\*) Pre-General Meeting email to membership with meeting information
- Advise any additional renewing members of the new Members Only password.
- (Ongoing\*) Coordinate with BJ and/or Eva the membership roster on website and email distribution lists.
- (Ongoing\*) Update automatically “Other Guilds’ News” on website as information is received.

### Eva

- Contact Vickie regarding change for visitors paying cash at general meetings.

### Linda Adams

- (Ongoing\*) Announce at general meeting which birthday months are responsible for potluck at next general meeting.

### Linda McKenna

- RQG URL to SCCQG

### Evie

- At August general meeting:
  - Introduce Manny Caldera
  - Announce Manny’s October workshop information and provide sign-up sheet
  - Prepare for 50% Challenge drawing and conduct reveal and award(s) at meeting

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- Announce (at appropriate time on agenda) program for September general meeting.
- Follow up with Hoffman regarding Spring tour

Maria

- At September general meeting
  - Announce November gift exchange and coordinate with Kay regarding samples to share.

\*Ongoing items may be kept or dropped from future agendas as directed (needed for reminders)

Next Board Meeting – **September 9, 2025**

Meeting Adjourn at 9:01 pm  
Minutes Submitted by Barbara (BJ) Kaiser