

Women of the West (WOW) Board Meeting – January 14, 2019

Attendees: Audrey Fresh, Brenda Dunlavy, Carol Steuck, and Sandy Hamlin

1. Vice President Programs – Carol

- a. Carol shared program ideas for the year--2019-2020:
 - i. In 2018 spent \$1800 on projector for a total of \$5900.
 - ii. Quilt show: September 28, 2019
 1. Vendors income \$1500 in 2017 for 12 vendors
 - iii. Speaker for April 2020 meeting—Sheri Cifaldi-Morrill—Lecture/trunk show for \$375 and Hawaiian workshop \$675 for 20 people and will likely cost about \$1,700 (including travel/hotel/food), charging \$40 members and \$50 non-members.
 - iv. 2019 – August precision piecing-ruler, thread borders
 - v. 2019—September borders, corners
 - vi. 2019-October—Milli P.'s
 - vii. 2019-November—Noble Quilters, Elk River, \$300
 - viii. 2020 Ideas
 1. January 2020—Sandy Irish, Irish Chain
 2. Amanda Jean Nyberg, Crazy Mom Quilts
 3. Buttermilk Basin
 4. Quilters Cove
 5. Eagle Creek – No
 6. Julie Harstad, Sell Bustar Designs
 7. Mary Alsop, Eden Prairie, Trunk show, Prairie-QuiltingMN.com
 8. Susan Cleveland, Precision Piecing, Pattern Designer, Piece Be With You for Quilt Show
 9. Weeks Ringle, Chicago, modern quilting \$800 workshop, ModernQuiltStudio. Com—for 2019 or 2020 quilt show
 10. Swirly girls
 11. Karon Ecmeyers
 12. Kimbra Lougren
 13. Potentially 2022—Lori Allison, All Color Quilting
 - ix. Print cards with calendar of speaker and place in quilt shops and quilt groups in Chaska and Maple Grove
 - x. Budget for speakers discussed
 1. 2019 quilt show \$1800
 2. 2020 quilt show \$1700
 3. Quilt shops \$300 for 3 meetings = \$900
 4. Irish chain \$150
 5. Quilters Talent Show (QTS)

2. Quilt of Valor Quilts Show

- a. Spent \$2,487.07 and Income \$2,086.00, resulting in a loss of \$401.07

3. Board Meetings

- a. Membership – Need to update email address for individuals to receive newsletter and notifications.
- b. First Monday of the month – February 4

Women of the West Board Meeting – February 4, 2019

Attendee: Audrey, Carol, Brenda and Sandra

Discussion

- **Financials**
 - Brenda shared a copy of the financials for WOW
- **Meeting Topics for August 2019 – July 2020**
 - January 28, 2019—Ruler Schoolhouse—Volunteers from WOW
 - February 25, 2019—Quilter’s Talent Showcase—Embroidery for Quilts—Volunteers from WOW
 - March 25, 2019—Quilter’s Talent Showcase—English Paper Piecing—Volunteers from WOW
 - April 22, 2019—Quilter’s Talent Showcase—1930’s Quilts—Volunteers from WOW
 - May 20, 2019—Quilter’s Talent Showcase—Modern Quilts—Volunteers from WOW
 - June 24, 2019—Threads of Time Lecture—Sharyn Rsvick
 - July 22, 2019—WOW Picnic at Plymouth Park
 - August 26, 2019—Quick Curve Ruler—Angel Bourque and Carol Steuck
 - September 23, 2019—Borders and Bindings—Volunteers from WOW
 - September 28, 2019—“Transforming Traditions” and “Quilts Made Modern”—Week Ringle
 - October 28, 2019—What’s New in Design and Color for the Young Adults—Millie P’s Quilt Shop
 - November 25, 2019—Quilts for Young Adults—Angie Roberts and Rachel Roberts
 - January 27, 2020—Irish Chain—Sandi Irish
 - February 24, 2020—Blueberry Backroads—Sara Hardwig
 - March 25, 2020—TBD
 - April 20, 2020—Whole Circle Studio Lecture—Sheri Cifaldi-Morrill
 - April 21, 2020—Hawaiian Inspired Applique Workshop-Sheri Cifaldi-Morrill
 - May 18, 2020—“Up-Cycle Those Leftovers into Something Wonderful”—Bev Getschel
 - June 24, 2020—Purses and Bag—Volunteers from WOW
 - July 27, 2020—WOW Picnic at Plymouth Park
 - August 24, 2020--TBD
 - September 28, 2020—TBD
 - October 26, 2020—TBD
 - November 23, 2020—TBD
 - Ideas:
 - Quilted Treasurers of Rogers – Accquilt
 - Yoko Saito
- **WOW Website**
 - The group discussed reworking the website to be more appealing and user friendly.
 - We would like to post short video from the meetings.
 - We can post video for free on Facebook that is open to the public. We can pay \$5 to boost posts that advertises our page to a broader audience for a week. We can boost our speakers schedule. Also, put schedule on the website and on Facebook
 - We can put money in the budget for next year to rework the website
 - We can hand out cards with the WOW schedule, put in quilt shops and provide to members to hand out to other guilds and friends. Potentially use post cards
 - We need to advertise speakers
- **Board Members**

- Brenda shared that she will hold the Treasury position for four years.
- We need a Membership Chair – Maintain accurate member records. Carol recommended Alice Barrera as the membership chair. Carol will ask Alice about the position. Audrey shared the duties of the Membership chair,
- **Membership Growth**
 - We would like to grow the WOW membership to 150 members (from about 75).
 - We can ask guests and new members how they heard about WOW. We can provide a questionnaire to guests/new members.
 - We need guest/members email addresses and phone numbers so they can receive the newsletter and communications.
 - The group discussed to prorate membership dues for new members.
 - We can charge non-members a fee of say \$8 or \$10 for speakers at the door. We want to make sure that we have members paying \$30 per year.
 - We need young members and bring a friend. We may want to talk with other guilds
 - March meeting is bring a friend. A member bringing a friend can be rewarded with a fat quarter.
 - Maybe we can discount a member's dues slightly (by \$5 or \$10 off) for bringing someone that signs up. We need to make sure that we make financial decisions in the best interest of the WOW guild.
 - The Board Vote and Approved: Bring to the guild that if they bring a friend to WOW meeting, the members pay \$20 for dues next year if the guest signs up as a member. Then the following year the new member would pay the regular price. If the member had already paid dues for the year, the discount would apply to the next year.
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WOW Board Meeting - March 4, 2019

Attendee: Audrey, Carol, Brenda, Cheryl, and Sandra

Discussion

- **Financials**
 - Brenda reviewed the WOW financials dated 3/4/2019, describing 2019 income and expenses. The total cash funds balance is \$12,633.19 as of March 3, 2019. The group discussed the ideas to earn more income for WOW, e.g., sale of any remaining boutique items after the Quilt Show. Also, Carol provided suggestions on options to save or delay expenses for speakers.
 - The group agreed that the WOW website needs to be updated. A redesign of the website may require a fee of say \$250. Brenda and Audrey will look at a few options for the website.
- **Meeting Topics for August 2019 – July 2020**
 - Recent meetings
 - January 28, 2019—Ruler Schoolhouse—Volunteers from WOW
 - February 25, 2019—Quilter’s Talent Showcase—Embroidery for Quilts—Volunteers from WOW
 - Upcoming meetings
 - March 25, 2019—Quilter’s Talent Showcase—English Paper Piecing—Volunteers from WOW
 - April 22, 2019—Quilter’s Talent Showcase—1930’s Quilts—Volunteers from WOW
 - May 20, 2019—Quilter’s Talent Showcase—Modern Quilts—Volunteers from WOW
 - June 24, 2019—Threads of Time Lecture—Sharyn Rsvick
 - July 22, 2019—WOW Picnic at Plymouth Park
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 - September 28, 2019—“Transforming Traditions” and “Quilts Made Modern”—Week Ringle
 - October 28, 2019—What’s New in Design and Color for the Young Adults—Millie P’s Quilt Shop
 - November 25, 2019—Quilts for Young Adults—Angie Roberts and Rachel Roberts
 - January 27, 2020—Irish Chain—Sandi Irish
 - February 24, 2020—Blueberry Backroads—Sara Hardwig
 - March 25, 2020—**Margie Nichols, Nobel Quilters, Elk River on Precision Rulers**
 - April 20, 2020—Whole Circle Studio Lecture—Sheri Cifaldi-Morrill
 - April 21, 2020—Hawaiian Inspired Applique Workshop-Sheri Cifaldi-Morrill
 - May 18, 2020—“Up-Cycle Those Leftovers into Something Wonderful”—Bev Getschel
 - June 24, 2020—Purses and Bag—Volunteers from WOW
 - July 27, 2020—WOW Picnic at Plymouth Park
 - August 24, 2020--TBD
 - September 28, 2020— Borders and Bindings
 - October 26, 2020—TBD
 - **November 23, 2020—Christmas quilts and holiday pattern swap**
 - Ideas:
 - Quilted Treasurers of Rogers – Accquilt
 - Yoko Saito
- **Next Board Meeting = April 8**

WOW Board Meeting – April 8, 2019

Attendee: Audrey, Brenda, Shawn, Sonja, and Sandra

Discussion

- **Web site**
 - Brenda will send an email to Luanne on the WOW website update options.

- **Quilt Show**
 - The quilt show preparations are underway.
 - The raffle tickets and pins will be ordered soon.
 - The quilt show date will overlap the Iowa Quilt show begin held on September 26-28.

- **Meetings**
 - The April meeting will have Julie Harstad as the speaker. She has pattern and books.
 - The May meeting will be held on May 20 (one week early due to Memorial Day conflict the next week).
 - The Barn Class will be held on May 18 from 9:30-3:30 at Brenda's church gym.
 - The July 22 picnic meeting is set with the picnic shelter reserved.

- **Financials**
 - Brenda reviewed the WOW financials dated 4/7/2019, describing 2019 income and expenses to-date. The total cash funds balance is \$11,593.73.
 - From the quilt show planning, the sale of extra tote bags will be available at the show. The Board agreed to spend up to \$1,000 to purchase the tote bags to sell.

- **Next Board Meeting = May 6**

WOW Board Meeting – May 6, 2019

Attendee: Audrey, Brenda, Carol, Cheryl, and Sandra

Discussion

- **Quilt Show**
 - The quilt show will be held on September 26-28. We are only 4 months away from the show.
 - The quilt show preparations are underway and were discussed.
 - The raffle tickets have been printed and the pins will be ordered soon. The quilt picture will be available soon.
 - The promotion for the quilt show will include local newspapers, website, Facebook, etc. Brenda will determine how many administrators are available for the website. Carol would like to add pictures and share reminders about the quilt show and upcoming meetings.
 - Shawn has the signs for the show, e.g., 50 signs.
 - The black draping will be rented from Dawn
 - The final order of the Quilt Show for T-shirt and tote order will be completed by May 15.

- **Meetings**
 - Carol shared the list of WOW meetings for the remainder of 2019 and 2020.
 - The May meeting will be held on May 20 (one week early due to Memorial Day conflict the next week). The speaker will be Kathleen Wragg-Baker, “Rags to Riches.”
 - We have paid to rent the Plymouth picnic shelter location, to be held on July 22 picnic.
 - The group discussed looking at alternate sites for meetings to save on meeting room rental costs. For example, Carol visited St. Barnabas Church, Plymouth, and it will be considered for a Quilt Inn in June to see the space and outlets. The additional Quilt Inn can be used to complete quilts and sew items for the Show Boutique.

- **Financials**
 - Brenda reviewed the WOW financials dated 5/6/2019, describing 2019 income and expenses to-date. The total cash funds balance is \$12,010.83, including the \$5,000 quilt show grant.
 - From the quilt show planning, the sale of extra tote bags will be available at the show. **The Board approved to spend approximately \$500 to purchase thirty tote bags to re-sell at the show (likely for \$20).**

- **Next Board Meeting = June 3**

Attendees: Audrey, Carol, Brenda and Sandra

Discussion:

- Quilt Show Planning Meeting was held prior to the Board meeting (Audrey, Carol, Brenda, Cheryl and Connie)
 - The topics discussed included: Raffle Quilt, donated items for silent auction, donations for the boutique, show set-up (e.g., sewing machine, tables, dollies), quilt angles, table toppers, ribbons, etc.
- Board meeting discussion
 - Financial Report
 - Brenda presented financial report: \$5,969.23 in checking and \$4,217.80 in savings for a total of \$10,187.03 balance
 - Brenda reviewed individual categories including:
 - Birthday club at 34% is lower than projected
 - Membership is at 70 members or 69% of budget
 - Guests attending is at 30% of budget
 - Workshops are at 77% of budget, attributed to the Barn Quilt sessions
 - Vendors for quilt show is low at 12% for 5 vendors
 - Rent at 91% will be adjusted slightly to reflect Quilt Inns
 - Pins purchased totaled \$440
 - Income will be provided with tote bags and t-shirts for the quilt show (Brenda and Audrey provided an advance to purchase the inventory and WOW will reimburse them)
 - Quilt Inn—Wednesday, June 26 will be held at St. Barnabas Church from 9 am – 9 pm. Individuals can work on their own projects or work on projects for the boutique, e.g. pin cushions. This is a new location that the guild is evaluating for future meetings and Quilt Inns. Carol described the new location with a large meeting room downstairs and parking that can be on the same level for entry with a greeter at the door. For a speaker, we would need to set-up/take down the table and chairs on the stage up front.
 - WOW Quilt Guild Name
 - A new name of WOW Quilt Guild is proposed to replace the Women of the West Quilt Guild name to support more varied members and provide the short name that is most commonly used.
 - Picnic—Monday, July 22 will be held at Parker's Lake Park in Plymouth. Audrey will be looking for individuals to help organize the meeting/event.
 - Meeting Topic—A new topic can be added to the monthly meetings to provide quilt tips learned over the last month by members sharing, similar to Show and Share for the group.

Women of the West Quilt Guild Board Meeting—July 8, 2019

Attendees: Audrey, Carol, Brenda, Sheryl, Connie, and Sandra

Discussion:

- Quilt Show
 - Boutique Ideas
 - Barn Quilt – price at \$65
 - Table runner and baskets –minimum price at \$40
 - Checkout, last two hours reduced prices on select items by 10%, 25% or 50%.
 - Gnomes—made from socks, filled with rice, and decorated with buttons, bells, beard, etc.
 - General Discussion
 - Provide vendors a waste basket (from the dollar store)
 - Plans for 4-5 white glove ladies
 - Hours 9:00 am – 4:00 pm
 - Signs – show admission price \$7, show pins \$3, etc.
 - Community Service table – Judy M.
 - Add pictures to website
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 - Demos during the quilt show hours – examples discussed included English paper-piecing by Sandy Johnson, handi quilt demos, Quilts of Valor table, Eagle Creek item to sell (not compete with other vendors), special feet and rulers by Karen Anderson, machine applique tote, string piecing block (Sharon Peterson)
 - Passport map with stickers, turned in for a prize drawing—President Choice, e.g., batting, barn quilt. Stickers for vendors, demo, raffle quilt, silent auction, boutique, speaker, quilt show, etc.
 - Provide list of WOW 2019-2020 meetings and reference to check the website for meeting dates, speakers, location, etc.
 - New Officers will be needed for the WOW 2020 year.
- Financial Report
 - Brenda shared the WOW financial report
- WOW Meetings
 - Quilt Inn – Next Quilt Inn will be held on Tuesday, July 16 at Beautiful Savior Lutheran Church.
 - Picnic—Next WOW meeting is Monday, July 22 at Parker’s Lake Park in Plymouth.
 - August Meeting – Quick curve rulers
 - September Meeting will include one hour with 4 demos of 10 minutes each (bindings, borders, prep for borders) and describe the quilt show plans.
 - Quilt meeting location –
 - The Board voted on the proposal (Audrey, and Brenda seconded) to move to St. Barnabas. The meeting space is nice and will be require rent payments. The proposal was approved unanimously by all.

WOW Quilt Guild Board Meeting—August 12, 2019

Attendee: Brenda, Carol, and Sandra

Discussion

- **Board Slate for 2020**

- Carol shared that the WOW By-Laws provide for a Nominating Committee of two people plus the Secretary to provide a slate of individuals running for office to appear in the September newsletter and for vote by the membership in October.
 - Carol suggested that Mary Havisko (sp?) and Carol Olson will be asked if they will be on the Nominating Committee.
- Suggested Officer positions and possible individuals included:
 - President – Carol Steuck
 - Vice President (Programs) – OPEN
 - Secretary – Sandra Hamlin (tentative)
 - Treasurer – Alice Berua and Husband
- Additional positions to consider formally or informally:
 - Membership – Joan Luck ? or Jean xxx ?
 - Community Service/Community Project -
 - Birthday Club -
 - Quilt Challenge – Sharon Resvick ?
 - Newsletter – Audrey Fresh ?
 - Website – Joray Dunlavy
 - Audio visual – Pam Breeke ?
 - Sunshine and Shadow (e.g., someone is sick) – Carol Olson ?
 - Block of the Month – Mary Havisko
 - Other individuals suggested for roles included: Shawn Taylor, Terri Good, Dean Gradius, Dawn Bryant, Nancy Miller, etc.
 - Other ideas for positions and people requested

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- **Quilt Show**

- **Boutique** – Plans are still underway to have discounts on certain items between 3-5 pm at levels of 10%, 20% or 30%. We will ask the individuals providing items for the boutique: what price they suggest and/or minimum sale price, if they can be discounted, and if they want them back if they don't sell.
- **Ticket Sales** – the status was not available. We need to have a draw to get people to the silent auction items and the raffle quilt ticket sales.

- **Meetings**

- Carol shared:
 - **August 26 – Quick Curve Rulers – Angel Bourque, Carol Steuck, and Milli P.'s** -- The meeting will include a trunk show and four stations for demo.
 - **Meetings next year** to be held at the new location will allow room for 60 people and for \$25 they will open up the room for more people. We can make coffee, use glass cups, and bring treats

- **Next Board Meeting - September 9**

WOW Quilt Guild Board Meeting—September 9, 2019

Attendees: Audrey, Brenda and Sandy (Carol was not available)

Nominating Committee- The status will be shared with the Board – Sandy (shared after the meeting)

Finance Report – Brenda shared the financial status: \$5,865.10 in checking, \$4,173.42 in savings for a total of \$10,038.52. The expenses related to the Quilt show categories were reviewed. We will earn revenue with the admission tickets, quilt raffle tickets, boutique sales, silent auction, etc.

WOW Name – The Board unanimously approved the name change to WOW and the membership vote approved with a majority (over 2/3) of a quorum attending the August meeting. The Board is moving ahead to process the filing of the WOW name change with the MN Security of State, Federal IRS, and bank account. The name change may require a filing fee and if the amount exceed \$100, the membership will be informed.

Quilt Meeting Location – The group reviewed the meeting costs for Beautiful Savior Lutheran Church. The notification that WOW plans to move to another location will be shared after the Quilt Show. The reason to move to another location is the financial situation.

Presidential Volunteer Service Award - The certification process has changed and makes it easier to report awards. Audrey will share via email the revised process. – Completed after meeting.

Attendees: Audrey, Brenda Carol, and Sandy

Quilt Meeting Location – The group discussed that the Quilt Show fundraiser is not adequate to change the direction previously approved by the Board and the quilt guild members to move to St. Barnabas Church for monthly meeting in 2020 due to the financial situation.

- The Board voted and confirmed that the WOW meetings in 2020 should be moved from Beautiful Savior Lutheran Church (BSLC) to St. Barnabas Church. Audrey will inform BSLC of the decision by WOW to not renew the contract with BSLC for **monthly meeting location in 2020**.
- The Board voted and agreed to request that BSLC release WOW from the October 2019 **Quilt Inn** meeting.

WOW Name – The Board approved Women of the West Quilt Guild to add Doing Business As (DBA) WOW Quilt Guild to provide a lower cost option than a formal name change. The Board will provide the necessary changes to add DBA of WOW Quilt Guild, e.g., on Bank account, with the MN Secretary of State, and IRS or where needed.

Calling Card – Carol plans to have business cards/calling card printed to document the WOW Quilt Guild, meeting dates, location, etc. for 2020.