



Quilters' Guild of South Australia Inc

MINUTES of meeting of the Executive Committee which were held at 6:30pm on Thursday 24th June 2021, at the Robin Hood Hotel

Heather opened the meeting and welcomed everyone and thanked the Committee members for taking on the various roles, either new or continuing, and for their work undertaken during the weeks between meetings.

1 PRESENT

Peggy Argent, Michael Barton, Heather Ford (President), Jan Goulter, Keith Holland, Cindy Massey, Gaylene Morgan, Jane Polden, Monique Reed, Jo Reardon, Ann Retallick, Kathy Rossini

In Attendance: Bron Atkinson

2 APOLOGIES: Ann Ewer, Kerry Brand, Jill Christian, Christine Baker

3 MINUTES OF PREVIOUS MEETING

Cindy Massey proposed and Ann Retallick seconded and it was agreed that the Minutes of Meeting held Thursday 24th May 2021 be approved.

4 MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

4.1 – Patron Mrs Le has accepted the invitation to attend the August Guild meeting. This meeting will also include a Special General Meeting, therefore the normal format of the meeting will need to be redesigned. Government House have asked for a running sheet. Chris O'Brien has been asked, and she has accepted, to be the delegate to thank Mrs Le. It is proposed after the normal housekeeping duties that Chris thank Mrs Le and present her with flowers and invite her to stay for the guest speaker. After the guest speaker the Special General Meeting will be held followed by the normal meeting. It was raised if we should acknowledge the country. It was agreed that as we do not do it at meetings now that it would not be done for the August meeting. It was agreed to put it on the front page of I-Patch.

Heather/Kathy

5 GUILD BUSINESS – EXECUTIVE COMMITTEE

5.1 Finance (Keith/Jan)

5.1.1 – Financial Report

The May financial report has been sent out and no queries were received.

An I-Saver account has been opened with a deposit of \$50,000.

Two emails have been received, Stitches in the Hills have donated their refund for Patches back to the Guild and the Flaxey Quilters have disbanded their Group. Heather has written to them.

Insurance is due at the end of July and could be \$16,000.

Three stand-alone frames are to be purchased from the proceeds of the Featherweight machine. Ann Ewer to obtain quotes for the stands and the making of a bag for them.

Money from Quilt Encounter is starting to come in.

5.1.4 – It was suggested looking at ways to move into the 21st century regarding eftpos and whether to purchase another machine as a lot of people do not carry cash. Another machine could be shared between Sit and Sew, Modern Quilters, and Workshops and could be kept in a locked cupboard at the Church Hall as all three groups use the same venue. This could cause administration issue and if being shared could cause a problem identifying the payments. There is a monthly fee on each machine irrespective of whether it is used or not, should fees be increased to cover this cost? Jan to make enquiries. Jan

5.2 Groups Liaison (Jane/Cindy)

Visited Gawler Quilters and will be in I-Patch. Attended Pt Elliott's Biggest Morning Tea. Inman Valley has sent in a report and will be in I-Patch.

It was raised that as a lot of locations visited are quite a distance a claim for mileage should be made.

5.3 Library (Michael)

Proceeds from books sold on Market Day was \$400.

Letter to Groups to check for any outstanding books has been put on hold until an audit has been completed.

The Group membership form has been amended to nominate a librarian.

5.4 Mail Distribution (Jan)

5.5 Meetings General (Raffle – Jo, Attendance/Welcome– Peggy, Guest speaker – Ann R

5.6 Membership (Kathy)

468 Individual Members

11 New Members (joined May and June)

93 Financial Country and City Groups

I have emailed a reminder to all affiliated groups that subscriptions are due and attached the current membership form.

Heather received a further email from Pt Broughton Quilters regarding the time frame for the payment of annual fees. Heather replied to the email setting out in detail that the group's current membership expires on June 30 and always has, as that is the membership year set by the Guild. The fact that the group choose to pay by the end of August (because your AGM is after the date etc) does not mean membership expires from the date you paid.

It does mean that if push came to shove your group would not have any public liability cover for the late paid/unfinancial months (July/August)

After the cut-off date indicated, your I-Patches would no longer be sent. I am sorry if your group misinterpreted the form. The Guild allows a couple of months grace before pressing members for their payments, but memberships are now due by July 1 and will in future be due by January 1.

The Guild has changed the membership year to January to December to bring it in line with our financial year, so in future all memberships will expire on December 31.

Your group can choose to either pay your membership (plus the Public Liability levee) for six months (July 2021 to December 2021) or eighteen months (July 2021 to December 2022)

Again, if your group choose to not pay the membership fee (plus the levee) until after your summer break, probably by late February, then your group will not have PL cover for those two months until your membership is up to date.

5.7 Merchandise (Jo)

5.7.1 –A quote for bags from Yazzi has not come in yet.

5.8 President (Heather)

5.8.1 – Special General Meeting

This will be held on 5 August. It will be announced at the July meeting that there will be a special general meeting in August. Kathy to send out a special email to members attaching the paperwork for this on the 10th July, must be to hand by 14th. The Special General Meeting Agenda to be placed on the chairs at the August meeting This Guild meeting will be longer than usual as the guest speaker has requested to speak for 30 minutes, Mrs Le's attendance and the SGM.

Gaylene/Kathy

5.9 Secretariat (Gaylene)

5.10 Shops Liaison (Peggy)

A list of shops has been compiled and a letter will be sent inviting them to be the shop at Guild meetings. They must be members of the Guild. Patchwork by Sea membership lapses on 30 June, a letter still to be sent to them.

Peg

5.11 Meetings Team (Peggy)

5.12 Workshops (Monique)

The final 5 workshops for the year have been finalised and will be launched at the next meeting. Kathy has prepared a promotion which will go on Facebook and in I-patch.

It was discussed if workshops are not full can it be offered to executive members for half price. Christmas in July needs more numbers. It has been our usual practice in the past to do this.

There have been 165 tickets sold at Guild and Quilt Encounter for the Trunk Show.

5.13 Events (Cindy)

Heather thanked Cindy and Jane for their great effort in organising the market day.

\$1200 profit was made from Market Day, but GST needs to be taken out of this.

At the Meetings Team meeting it was discussed whether more feedback be obtained from the stallholders, this could also attract criticism, do we need feedback. Advertise more widely to bring in more general public.

6 GUILD BUSINESS – GENERAL

6.1 Frames Hiring (Jo)

Jo has been appointed Frames Hire Administration Officer

David Hart has agreed to take on the job of checking the frames in and out at \$50 per hour.

One hour to check out and two hours to check back in, he will advise if it takes any longer to check 10 bags back in. The forms need to be amended, Heather has these. **Heather**

The portable frames are held at Burnside and are only used on special occasions.

Heather to contact Ann to notify the showgrounds. **Heather**

6.2 Insurance (Cindy)

Insurance is due for renewal at the end of July. It was discussed whether to change the expiry date of the policy, should it be from January to December, to align with membership fees and our financial year, or to keep it the same. Bron has requested the Broker to give a quote for both. The Broker is to be advised of who is on the Executive Committee and when workshops are held. It was proposed to align the insurance year with the Guild's financial year, a new policy for 17 months. **Cindy**

Proposed: Cindy **Seconded:** Kathy **Majority in Favour**

6.3 Judging Panel (Jill Christian)

6.4 Appraisal Panel (Heather Ford)

6.5 Website Management (Kathy)

6.6 I-Patch (Kathy)

Kathy suggested that I-Patch be reduced to 20 pages. Chris has agreed to produce I-Patch for July, August and September. It is a good team with everyone interested.

6.7 Modern Mix SA Quilters Group (Monique)

More examples and show and tell pictures on Facebook. Kathy suggested the Facebook page setting be changed to enable it to be shared on the Guild Facebook page, the website page to be changed every six months.

7 GUILD PROJECTS:

7.1 Australasian Quilt Convention (Heather):

This has been changed from 19 to 22 August to 23 to 26 September to be held at Jeff's Shed. This is also the football grand final weekend.

7.2 Quilt Australia (Heather) – 2022

7.3 Country Forum (Jane, Cindy) – 30th October 2021

Applications are coming in and the Goody Bags are filling. Information to be sent to Kathy to put on website.

7.4 Dare to Differ 2022 (Suzanne Gummow)

7.5 Festival of Quilts (Ann)

7.6 Quilts of Love (After Dark Quilters – Jill Clausen)

7.7 Quilt Encounter (Kerryn) – 12 to 17 September, 2021, Stamford Grand Hotel

228 letters were posted to our current registered participants on the 16th June. These letters included their deposit receipts, requirements list for workshops and info letter re payments outstanding and due date. Many have been received already and lots of lovely positive messages to our committee sent from happy "campers"

7.8 Scholarships and Grants (Ann)

There was a discussion regarding the resumption of scholarships and grants. The cut off date will be April next year so we won't have to outlay any money until after the AGM. People might appreciate the lead time to prepare a submission. Applications have been received as the website was not up to date. It was agreed to suspend it for another 12 months and to take it off the website and to be put back on when it resumes.

7.9 Southern Comforters (Mary Heard) – 4th Thursday of month

7.10 Clayton's Committee Report (Lessa Siegele)

7.11 Flinders Kids (Chris O'Brien)

8 COMMUNICATIONS

8.1 Mail In

8.2 Mail Out (President) –

8.3 Communications Team (Kathy)

8.3.1 – Website / Facebook / Instagram

9 OTHER BUSINESS

Business Card Magnets

To be added to the Country Forum gift bags. More to be printed with different pictures from Festival of Quilts

Cindy

10 ANY OTHER BUSINESS

10.1 Clause 17 Constitution

The Consumer and Business Services have advised, after the lodgement of the amended Constitution after the AGM, that clause 17 was not compliant with the Act. Keith has spoken with a lawyer who advised there should be a winding up clause and then a dissolution clause. It was agreed to amend clause 17 only, as advised by the Department. It was also agreed that the wording of clause c should read 'that are entitled' and 'should be entitled'.

There is to be a count of hands at the Special General Meeting and at least 15% of members to attend the meeting.

10.2 Executive Retreat

A deposit has been paid to the Mannum Motel from the Guild account. All members attending the retreat please deposit \$50 to the Guild's Bank account using your surname and Guild Retreat as a reference. The balance to be paid on arrival.

10.3 Kym Jones Contract

Heather reported: Ann, Chris and I attended a meeting with Kym Jones, Vicki. We discussed the contract, which runs out in July. We voiced our concerns about the exclusivity clause in the original contract and Chris had written to him indicating this was contrary to the Constitution and was suggested if this clause was needed. He didn't respond either way. He blew us out of the water by proposing that the fee paid to the Guild be reduced next year, for one year, to help them overcome covid short falls. Attendance was down by 2000, almost 50%. (No TV advertising). There is a clause in the contract that he is to give us numbers attending the show but was not forthcoming with a dollar figure, this clause should be enforced as he has access to the Guild's finances. Dates for next year's show is on his website/Facebook for 1st to 3rd July 2022.

10.4 Sit and Sew Badges

Heather suggested that badges be bought as people do not know everyone. Proposed that \$186.21 be paid out of the budget to buy bulk badges and agreed members did not purchase a badge but badges be kept for reuse.

Proposed: Kathy **Seconded:** Jo

10.5 Stationery

More bar codes to be printed. Bar code and membership number to be the same. A numerical list is presently being used. **Kathy**

Everyone who uses the letterhead should be using the same to be consistent. A new look letterhead to be revamped. **Kathy**

There was a concern regarding security of the use of the Logo. As it can be obtained from the internet or scanned it would be very difficult to control. Each person using the logo to keep a record.

It was agreed not to have envelopes printed with the logo, there is a supply of stickers that can be used.

Need to have more receipt books printed, looking at printing firms, Allbiz was suggested **Keith/Jan**

10.6 Christmas Quilts for December Guild Meeting

Heather asked if all members bring their Christmas quilts, table runners, stockings etc to the December Guild meeting.

An email be sent to the previous Executive Committee to bring their President's Challenge of Lines to the July meeting.

Meeting closed at 8.50 pm

NEXT MEETING: 29th July 2021 at Robin Hood Hotel, 5.30 for dinner, 6.30 for meeting

CURRENTLY INACTIVE:

10.2 Teachers Forum (Heather Ford – contact)

FOR INFORMATION –

QGSA Dates for 2021

Executive (March, April, May, June, July, September, November)

Agenda Deadlines (Sunday prior to Executive meeting)

Retreat: 27-29 August 2021

Guild Meetings (first Thursday of month except January)

Day Meetings: (3rd Wednesday of February/May/August/November)

Sit and Sew Days: 2nd and 4th Wednesday of the month

Modern Mix SA Quilters Group: 3rd Sunday of the month

I-Patch Deadlines: 20th of each month

Australasian Quilt Convention – 19th to 22nd August 2021

Country Forum – 30th October 2021

Dare to Differ – 2022

Festival of Quilts Judging Day –

Festival of Quilts/Sewing Stitching & Handcraft Show: July 1-3, 2022

International Quilters Day:

QuiltAustralia – April 2022

Quilt Encounter: 12-17 September 2021

Rural Roundup: 2022

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President

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Date