



## Quilters' Guild of South Australia Inc

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### Minutes of Meeting of the Executive Committee held at 6:30pm on Thursday 25<sup>th</sup> August 2022, at The Barn, Mannum SA

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Heather welcomed everyone to the meeting and Candy and Jill for joining the meeting.

Heather read an email received from the Burra Quilters responding to an email received from a recipient of a quilt they had made.

#### **1 PRESENT**

Peg Argent, Michael Barton, Heather Ford (President), Jackie Harris, Shez Hobbs, Margaret Hurrell, Cindy Massey, Gaylene Morgan, Chris O'Brien, Kathleen Rossini, Julie Symons, June Yam-Stead

*In Attendance:* Ann Ewer, Chris O'Brien, Candy Walker, Jill Clausen

#### **2 APOLOGIES:** Keith Holland, Jan Goulter, Denise Johnston, Kerry Brand, Ros Wyatt

#### **3 MINUTES OF PREVIOUS MEETING**

Julie moved, seconded by Peg and it was agreed that the Minutes of the meeting held Thursday 28<sup>th</sup> July 2022 be approved.

#### **4 MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING**

#### **5 GUILD BUSINESS – EXECUTIVE COMMITTEE**

##### **5.1 Finance (Keith/Jan)**

##### **5.1.1 – Financial Report**

Notes for these Financials:-

- The Bank Fees & Interest (6-003) account is in credit as we received a refund from a returned Deposit Book.
- Badges & Merchandise (6-0004) needs to be adjusted for amounts relating to Committee (6-0015). Please let me know how and by how much?!?! Heather will check with Jo and Shez will check her records **Heather/Shez**
- In the Job P&L (ES & QE) both have Insurance Income (which is part of Insurance Income 4-1600)
- Incentive Saver Interest Received (4-1860) for July 2022 was \$ 81.11 (Ordinary \$ 21.57; Bonus \$ 59.54)
- Since our last meeting on 28 July 2022 I have transferred \$ 90K from the General and Encounter Accounts to the Incentive Saver Account. \$ 50K (from 05.08.22 to 16.08.22) and \$ 40K (from 17.08.22 to today 22.08.22) so I would expect that the Interest earned (General & Bonus) for August 2022 would be considerably more. Most of these funds were from QE Receipts which will be withdrawn in mid -September 2022, so we will not have any Bonus Interest for September.

- In July when the Guild 'earned' \$ 21.57 General and \$ 59.54 Bonus we had an opening balance at 01.07.22 of \$ 72215.6, added only \$ 10K to finish with the balance shown in the July 2022 Financials (Balance Sheet).

Heather explained the account structure to the new members.

## **5.2 Groups Liaison (Cindy)**

The group is planning to meet but haven't as yet due to Covid.

Some members of the Executive attended the Riverton Exhibition.

Heather asked if some Exec members could attend the Coro Exhibition and make themselves known as she will be away at Appraisal retreat that weekend. Chris will do a video.

## **5.3 Library (Michael)**

Michael will be away in October. An audit of the books is on the agenda to be done. There is a list of the library books on the website which is quite out of date and it was agreed to take this down. **Kathy**

## **5.4 Mail Distribution (Jan)**

## **5.5 Meetings General (Raffle – Shez; Welcome – Peg; Guest Speaker – Cindy)**

Shez advised she has replenished the raffle prizes and at the last day meeting took bags home to store as they are taking up too much room at Burnside

## **5.6 Membership (Kathy)**

440 individual members.

89 Groups (35 city / 54 country)

## **5.7 Merchandise (Shez)**

Shez to put together a specials list to clear out excess stock, to be published in September I-Patch for sale at the October meeting. Shez to come up on stage to promote it.

Shez to look for new items and obtain quotes.

It was agreed with the purchase of a blue quilt bag used for FoQ that a pen go with it at no extra cost.

## **5.8 President (Heather)**

### *5.8.1 – Design and make new banner*

As there have been no volunteers from the last several meetings there is a need for Exec volunteers to be on this team. We have Michael and Jane Polden. Peg, Shez and Kathy have volunteered. Jane has put forward a suggestion which is funky and modern. It was agreed Jane be asked to draw up a picture.

### *5.8.2 – Storage*

Kathy has approached the Campbelltown Council and waiting on a reply for a meeting.

### *5.8.3 – Sit and Sew at Vermont*

Therese May has asked if a once-a-month Saturday Sit and Sew at Vermont could be arranged. She is prepared to hold the key and open and close. After a discussion if the guild was prepared to fund this it was agreed to go ahead and advise members at the next meeting.

### *5.8.4 – Logo*

A print out of several logo's were shown. Heather and Kathy attended All Biz and two were selected. All Biz will draw up a third one. A quote has been received for \$420-00 less discount \$120-00 = \$300-00

#### 5.8.5 – *Time for another Finance Meeting*

Time for another Finance meeting. We are going to announce the fee increases we decided on earlier in the year in November, to come into effect in January. We should look at other fees as well. See also 7.8.2 Budget for wadding for Comfort Quilts group

#### 5.8.6 – *World Rose Convention*

A discussion whether to have a stand at this convention to be held at the Adelaide Convention Centre on 28, 29 and 30 October. We can sell our merchandise and probably sell raffle tickets for FoQ. Tables are available. Will need to take stands to hang quilts, it was suggested 4 large quilts predominately roses and flower quilts. As this is the same weekend as Rural round-up would there be enough people to set up and man the stand. Can events handle this with a team of helpers as required?

#### 5.8.7 – *Mystery Bus Tour*

It was agreed this would be a good idea to have once or twice a year, early in the new year and the second half of the year. Events to look at doing this with a team of helpers as required. **June**

### 5.9 **Secretariat** (Gaylene)

### 5.10 **Shops Liaison** (Peggy)

Invoices have been sent to two new shops. Letters will be sent to shops soon.

### 5.11 **Meetings Team** (Peggy)

[Report attached to Agenda]

**Note:** Christmas Quilts and wrapped empty boxes, medium and large, required for December meeting. Enquire if the Library would like the boxes after the meeting. **Gaylene**

Kathy has written to Colgate and Dove for donations of items for Catherine House.

#### 5.11.1 - *Burnside Kitchen*

It has come to the attention of the Exec Committee that the state of the kitchen at meetings is well below standard and does not meet OH&S requirements. This has been an ongoing complaint for several years. Peg has photos. A letter to be drafted to the Burnside Council and suggest a meeting with their OH&S rep.

**Gaylene**

### 5.12 **Workshops** (Rosslyn)

Ros very unwell and has been in hospital and is still not well.

### 5.13 **Events** (June)

#### 5.13.1 – *Planning for Birthday Celebrations 2024.*

There have been no volunteers from the membership despite two months of requests. A team to be set up with a rep from appropriate sub-committee, plus some general member volunteers. Cindy, Heather, June and Anne-Marie Serrano on the team so far. Peg has volunteered.

#### 5.13.2 – *Biggest Morning Tea – May 2023*

Kathy has been making mug rugs to be given away with tea/coffee.

Get people motivated to make items for the trading table, a list of suggestions to be put in I-Patch. Some suggestions were draw string bags, cord holder, journal covers, pincushions, zipper bags, plants ....

#### 5.13.3 – *Country Forum 2023*

The last weekend in October, Saturday October 28 2023 has been set -

#### 5.13.4 – *Market Day 2024.*

### 5.14 **Assets Register** (Gaylene)

An email to be sent out if anyone has any equipment to go on the Register

## **6 GUILD BUSINESS – GENERAL**

### **6.1 Frame Hire (Angela)**

### **6.2 Insurance (Margaret)**

Salisbury Stitches made an enquiry that as their numbers are getting low and no one is prepared to take on positions where do they stand with insurance. It was agreed if they are a registered group they are covered. There is a statement of what insurance covers which needs to be reviewed. There are no guidelines for affiliated groups. This statement should be published in I-Patch. An outside person/volunteer is not covered by insurance. The question was then raised why do groups pay \$40 for Exhibition Insurance. The Policy needs to be looked at.

### **6.3 Judging Panel (Jill Christian)**

### **6.4 Appraisal Panel (Heather)**

We are going on retreat to Mannum in September for a professional development few days. We have accepted Wendy Hunt, Cindy Massey, Kathleen Rossini, Gaylene Morgan and Chris Beauchamp as trainees and we have one further, Tina Robson, going through the application process.

### **6.5 Website Management (Kathy)**

The new website is being worked on and several pages completed. The members' page is hard to manage. NSW members page is very good, they have an electronic gate with an on-line form for payment. Enquiries to be made with BankSA.

### **6.6 I-Patch (Kathy)**

August I-Patch was sent to a total of 934 email recipients:

17 sent to other State and National Guilds plus Embroiderers, State and National Library, Kym Jones and the Governor.

425 members - the difference from the membership list is 2 Life members deceased, another 7 who do not have email addresses, 3 who have joined since and 3 who have joined without any details.

89 groups and 403 members of affiliated groups have requested an individual I-Patch.

Keith queried whether there should be a charge, cost/fee to receive individually even if it is only a nominal amount say \$5 – 10 per annum. After a discussion it was agreed not to add a fee as there are more joining as individual members and using Mailchimp makes it easier to send.

We discreetly placed a competition with a fat quarter pack as a prize on page 14 of August I-Patch. This was an effort to test how many recipients actually read I-Patch. Of the 934, only two responded with the answer (what is the size of a fat quarter?).

I-Patch to be revamped – modernised and more editorial, getting too large. The new look will be the February edition.

Bron has advised that she will relinquish the preparation of I-Patch after the December 2022 issue. Keith queried if Bron will be replaced. Advised Bron is not leaving I-Patch having a change in roles. It was agreed there were enough people on the team at this time.

Chris and Kathy attended a WEA Mailchimp course on Monday, 22 August for sending out I-Patch and is a good marketing tool. Sending now is not sustainable as it takes several days and often goes to junk mail. With Mailchimp it can be sent up to 2000 recipients **per month** at no charge. To use the Hybrid version of this a button is embedded on the website and members will need to be re-educated on how to use this. This will be launched in February.

### **6.7 Modern Mix Quilters (Monique)**

The August gathering took place on the 23<sup>rd</sup> August - 22 attendees including one new member attended.

This month members brought back their " Architectural Art card" inspired pieces to show and discuss their process with the group. Our " inspirer" for this challenge was Candy and she presented a further informative update on her own creative process of developing her own unique quilt pattern inspired by an architectural photo that had been shared on Facebook.

The Modern Mix Mini Challenge pieces were collected for display at next month's Corro Quilt Exhibition. - 34 in total.

The Steering Committee (Monique, Ann, Cindy, Lesley, Pip and Jill, apologies Lara) met at the conclusion of the gathering to discuss the following

- preparation for the September gathering - next months theme "half rectangle triangles"
- completion of the group quilts for entry into FOQ in November
- seeking commitment from the members to be involved in a monthly Guild meeting - guest speaker /display of their work in 2023.
- Corro exhibition of challenge pieces.

#### **6.8 Patron**

#### **6.9 Kym Jones Events Contract**

Due for renewal in 2024

#### **6.10 Royal Adelaide Show Contract (Julie)**

Heather has received an Invitation to attend afternoon tea at the showgrounds on Saturday September 3 for sponsors of the Junior Textiles. The invitation has been accepted. Kathy asked for photos for I-Patch.

#### **6.11 Bernina Contract**

Due for review in March 2023

Heather received an email from Bernina advising Greg Alexander has suddenly resigned from Bernina. Keith queried if we know who is replacing him. We need to be pro-active. At this stage we have not been advised of a replacement.

### **7 GUILD PROJECTS:**

#### **7.1 Australasian Quilt Convention (Heather)**

#### **7.2 Quilt Australia (Heather)**

7.2.1 – Hosting QA 2022.

7.2.2 – Best of Australia will be announced at Sydney Quilt show October 2022 where the 2021 Best of Australia will be judged. As Bernina and Expertise have parted the Sydney Guild will be running the event with Craft Alive having the vendors stalls.

Traditionally the Host Guild attends to present the prize. Heather advised she will not be attending as the presentation will take two minutes and attending is not cost effective for SAQ.

A Zoom meeting was held on Tuesday 23 August, 2022 where it was discussed whether QA continue with the Best of Australia award. SAQ would like it to continue but depends on the national landscape of future quilt shows.

It was also discussed whether the states as a group negotiate with Bernina so every state gets the same deal. Bernina have indicated that contract negotiations will not be held until next year. It was suggested it was best to do this as a group. After a discussion all agreed.

Moved by Ann that SAQ agree QA make a group approach – Seconded by Kathy.

#### **7.3 Dare to Differ (Suzanne Gummow)**

We need to start looking for a new Team Leader. Exec and friends please support this event

#### **7.4 Festival of Quilts (Ann Ewer)**

[Report and Minutes of meetings 31 July 2022 and 4 August 2022 attached to Agenda]

#### 7.4.1 – Update

#### 7.4.2 – Discuss Yazii collaboration

Looking to collaborate, not just as a sponsor for FoQ, but continuing support during the year for other events. It was agreed it would not be worth her while to be a guest speaker or a shop.

#### 7.4.3 – Advertising fees for I-Patch, including bulk discount

It was agreed advertising for Yazii in I-Patch would be free. Kathy to check if not a member a fee is charged for advertising. **Kathy**

#### 7.4.4 – Yazii email distribution of catalogue - part of FoQ sponsorship?

It was agreed to have a link to her brochure in I-Patch.

#### 7.4.5 – Free advertising offered to Sequence Rokset (Olfa) as part of sponsorship deal, waiting on their reply.

#### 7.4.6 – The Patron is unable to attend FoQ opening ceremony this year because of Armistice Day, Greg is no longer with Bernina. It was agreed that Otto be approached.

### 7.5 Quilts of Love (After Dark Quilters – Jill Clausen)

Has been very slow in 2020/21. The Lyell McEwin are mainly wanting 32” square Isolette covers. The coordinator has been on leave but is now back, renovations are now taking place. No request for Quilts of Love or crib quilts. Have given a lot to Burnside, 40/50 to Foodbank, 90 to Treasure Box, 30 to new mums. 900 have been distributed.

### 7.6 Quilt Encounter (Kerryn) – 18<sup>th</sup> – 24<sup>th</sup> September 2022

QE plans are all tracking OK & nothing much else to report right now. Final payment monies are coming in which I’m sure Keith will include with treasurer’s stuff.

I have asked Judy Coates- Perez to do couple of extra things with Guild next September whilst she is here for QE 2023. Suggested evening meeting guest speaker (Sept 7th) and maybe a workshop on the weekend after QE (Sept 16/17) **Highly confidential**. More info on that when I hear back from her and if so will just handball this through to whoever is dealing with this at the time?!! Hope that’s OK?

### 7.7 Scholarships and Country Grants (Julie)

### 7.8 Southern Comforters now SA Quilters: Comfort Quilts

7.8.1 – It was agreed to change the name of Southern Comforters to SA Quilters: Comfort Quilts. To be put on Facebook and update website in October following the public thank you to Mary and Kaye at the October meeting and the welcome to the new team. **Kathy**

#### 7.8.2 – Budget for Wadding for the Group

There was a policy for an annual budget of \$2,000 allocated to groups and not being used as minuted in the Finance Committee meeting in June 2022, can this be reinstated. To be discussed at the next FC meeting

7.8.3 – The venue has been changed to the Blackwood Uniting Church, the first gathering to be held on Saturday, 3 September. Cost for hall hire to be \$50-00 per meeting

7.8.4 – Heather has arranged for both Mary and Kay to attend the October meeting, as Mary is away in September, when we will thank them for their volunteer service and present them with a bunch of flowers each. The new girls will also be introduced. Kathy to arrange flowers. **Kathy**

### 7.9 Clayton’s Committee Report (Lessa Siegele)

### 7.10 Flinders Kids (Chris O’Brien)

The selling of labels is not working and asked that the Finance Committee change this policy.

## 8 COMMUNICATIONS (Kathy)

### 8.1 Communications Team

8.1.1 – Australian Story –Rajah. Nothing further has been done.

**8.2 Mail In**

**8.3 Mail Out (President)**

**8.4 Website / Facebook / Instagram**

Updates to pages and new pages have been created as requested by Team Leaders.

**8.5 Zoom meetings**

**9 ANY OTHER BUSINESS**

**NEXT MEETING: Thursday 29<sup>TH</sup> September 2022 at The Robin Hood Hotel [5.30 pm Dinner – 6.30 pm Meeting]**

**PENDING:**

**CURRENTLY INACTIVE:** Teachers Forum – Heather Ford contact

**MEETING CLOSED: 9.40 PM**