



**Minutes of Meeting of The Leadership Team**  
held at 6:30 pm on Thursday 25<sup>th</sup> January 2024,  
at The Robin Hood Hotel, Portrush Road, Norwood SA

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**1 PRESENT**

Peg Argent, Michael Barton, Heather Ford, Shez Hobbs, Keith Holland, Margaret Hurrell, Denise Johnston, Cindy Massey, Gaylene Morgan, Ros Wyatt, June Yam

*In Attendance:* Ann Ewer. Chris O'Brien

**2 APOLOGIES:** Jan Goulter, Julie Symons, Jackie Harris, Shez Hobbs, Sue Knuckey, Kerry Brand

**3 MINUTES OF PREVIOUS MEETING**

Subject to an amendment in item 5.1.1 where \$7,800 should read \$78,000, it was agreed that the Minutes of the meeting held on Thursday 30<sup>th</sup> November 2023 be approved.

**Moved: Margaret Hurrell      Seconded: Peg Argent**

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

**5 GUILD BUSINESS – EXECUTIVE COMMITTEE**

**5.1 Finance (Keith/Jan)**

**5.1.1** – A list of stock and amount of cash on hand is required to be supplied.

Membership fees have been amazing with 260 renewals received since 1<sup>st</sup> January with another 11 this week. Jan and Kathy have done a fantastic job. Receipts will be available at the February meeting at the welcome desk if members require a copy.

Treasure Boxes has been reconstructed with the sale of Clayton kits and raffle money with the total amount of \$985, incl GST. It was put to round this figure up to \$1,000. **All Agreed**  
A representative from Treasure Boxes will attend the February meeting.

Keith to follow up the library takings at Country Forum.

\$10,000 has been transferred to the Incentive account with a balance of just under \$79,000. As at today there is \$12,498 in the general account. It was asked what moneys are to be paid out in the next 3 months. June advised the venue for market day will require payments and Keith advised the GST credits will come in. It was agreed to transfer a further \$5k from the general account to the incentive account.

**5.2 Groups Liaison (Cindy)**

The calendar is being looked at. There are about 11 couples who have been identified for videoing during the Birthday year. There are 135 videos on You Tube.

**5.3 Library (Michael)**

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

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

Peg advised they will trial of a new set up for the February meeting. The library will stay where it is. Extra help will be required for the March meeting.

#### **5.6 Membership (Kathy)**

A reminder was sent on 2 January for individuals and 4 January for groups who have not renewed for 2024.

Individuals paid to:

30/6/2024 – 15

31/12/2024 – 265

Yet to renew – 215

Total – 530

Members who have advised they are not renewing – 7

Groups paid to:

31/12/2024 – 50

Yet to renew – 36

Total 86

Keith enquired if members give a reason if not renewing. Kathy advised she always asks and generally it is because they are getting old and not going out of a night.

Heather reported it was a good idea to send a renewal reminder. Thank you Kathy

#### **5.7 Merchandise (Shez)**

#### **5.8 President (Heather)**

##### **5.8.1 – New Member Name Badges:**

Name badges quote – there is a set-up fee of \$60-00.

1-10 name badges with magnet \$14-70 each plus GST. = \$16-17 sell \$16-50

1-10 name badges with a pin \$12-70 each plus GST = \$14-97 sell \$15-00 or \$16-50

11-50 name badges are cheaper. Old badges with hanging clam shell logo were \$22-00 each.

I suggest we charge a flat rate of \$16-50 Inc GST per badge whether it is a pin or magnet.

**All Agreed**

##### **5.8.2 – Vermont Hall Hire Agreement:**

It is minuted that this Agreement for 12 months was signed in December and has been lodged with the secretary.

**5.8.3** – The passing of Kerry-Anne Burrowes was acknowledged.

##### **5.8.4 – Riverland Get Together – 2 March 2024 at Waikerie:**

They have been asked to hold 15 places for SA Quilters, who will be attending. We have been asked to take the appraisal timed pieces and they offered us space for a raffle quilt. FoQ will take theirs.

##### **5.8.5 – Two Squares and I-Pads:**

I feel we will be asked if members can pay for the \$5 meeting fee using a card. To avoid swamping Keith/Jan I feel we should purchase an I-Pad or IP mini to go with the squares. Modern could use them, hand sit and sew, FoQ selling raffle tickets at FoQ. It has previously been approved to purchase 2 squares but it was agreed to purchase the bigger squares and 2 tablets with a monthly plan. Kathy will purchase these items.

**Kathy**

Post the meeting Kathy has made a comparison of costs to purchase & maintain the squares plus devices to support squares, versus getting two more eftpos machines. Further discussion to be had at next Leadership meeting.

#### **5.8.6 – Pop up Sewing Day:**

To be held on 3<sup>rd</sup> February at Vermont for putting together orphan blocks or personal sewing. This is open to all volunteers. Two other pop up sewing days for 2024 Saturday September 14 and Saturday December 14.

#### **5.8.7 – David Roche Museum Visit:**

To be held on 17<sup>th</sup> February at 10.30 am with a cost of \$10. We can take 40 people, so far I have 11, if we don't fill with volunteers I will ask at the February meeting.

I have been invited and have accepted to attend the opening.

#### **5.8.8 – Gift for Four Original Members:**

Firstly, thanks to Chris O'Brien for taking on contacting those members who joined between 1984 and 1990. There was a discussion on the four members who arranged the first meeting and a special acknowledgement for them. It was agreed there would at this point only be two. There needs to be more research as to the part of the third and the fourth cannot be found.

Chris advised two interviews have been done with two participants at each interview. It was reported the sound and quality of the video were not the best quality and there is a need for microphones and a camera which would be better than a phone. Kathy advised the quality of the video may be the resolution on her phone which she will look at. It was agreed there is a need for microphones and it was agreed to purchase 3. Kathy will investigate. **Kathy**

Heather suggested a pretty clock as the gift which can be engraved. It was agreed and approved to purchase 2 or 3 clocks, following more research, and have them engraved. **All Agreed/Heather**

#### **5.8.9 – SA Quilters Comfort Quilts:**

Kate Seiner is unwell and will step down. Secretary to send a thank you card from SA Quilters to Kate. Sue Zilm & Jan Strachan will continue. I will ask at the February meeting for more help. They need more storage. Sue is in contact with the Church re more storage, or if a space is available SAQ could look at providing shelving if that will help.

#### **5.8.10 – Sponsorship Proposals for Olfa, Yazzi and Royal Show:**

Thanks to Ann Ewer for assisting with nutting out a proposal for all three. A synopsis of each proposal was given. Major sponsors Bernina Australia, Melann's, Olfa and Craft Alive have a permanent banner on the home page of the website. It was decided not to include Yazzi in this.

There were more discussions on the Royal Show contract with the draft proposal being read out. Everyone was happy for this and to be taken to the Show organisers. **All Agreed**

#### **5.8.11 – Early Groups:**

13 Groups have been identified as our data base does not have the dates they joined SAQ. They have been contacted for this information and 3 have replied. 11 Groups joined between 1984 and 1990. Cindy and Heather and Jane? will see about visiting these groups during 2024.

#### **5.8.12 – Quilt Encounter:**

Speaking with Kerry she confirmed that QE will take over the Trunk Show. Events were happy for this to happen it seems like the logical thing to do. I volunteered this team would support QE in any way needed in the running of the TS. **All Agreed**

Word has got out that Sue Spargo and Jen Kingwell will be here and she is receiving requests to be on the brochure list regularly, the list is now just over 300

#### **5.8.13 – Request:**

There has been a request from two people to have t-shirt quilts made, anyone interested? If not, I'll ask at the meeting. No one volunteered.

#### **5.8.14 - Rajah and Lut-da Nominations**

Thanks to Margaret for her work in putting together our nomination for the Rajah. We also have a nomination for the Lut-da Award

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

Only a few updates for the Handbook are yet to be received.

Annual reports very slow.

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

There is a full programme for 2024 – except for December. There are 7 new shops coming this year. An email will be sent to the shops not on the list for 2024. Kathy asked that the shops bring signage.

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

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

The first workshop will be held on 10<sup>th</sup> February with 30 participants.

A jacket workshop will be held in 2024.

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

##### **5.13.1 – Birthday Celebrations, 2024.**

Wear red and white, a red hat with a prize for the best hat, red velvet cakes and a badge will be given out, 6 chairs with lucky spots, agreed to still have the guest speaker. Launch of the new banner, the sew along to be launched at the February meeting, free entry to the March meeting.

##### **5.13.3 – Market Day 2024**

22 tables have been sold. Kathy will advertise the event before the February meeting.

##### **5.13.4 – Mystery Bus Trip**

To be held on 15<sup>th</sup> October 2024 visiting 3 quilt shops, an op shop and a garden centre.

General members invited first and only if there are any vacancies Leadership and Team Leaders be invited. June, Wendy and Cindy will be on the bus.

Cindy suggested a separate shop hop be organised for the Leadership Team and Team Leaders at a later date.

**All Agreed**

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

### **6 GUILD BUSINESS – GENERAL**

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

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

Summary attached to Agenda.

Kathy is sending out the Certificate of Currency when Groups pay their membership.

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

**6.4 Appraisal Panel (Heather)**

Next meeting to be held on 2<sup>nd</sup> February 2024.

**6.5 Website Management (Kathy)**

**6.6 I-Patch (Kathy)**

**6.7 Modern Mix Quilters (Jill R)**

Report attached to Agenda

**6.8 Patron**

A Christmas card was received from the Governor. Kathy suggested 10 Christmas cards be printed and sent to the Patron and major sponsors.

**6.9 Royal Adelaide Show Contract (Julie)**

Dealt with in 5.8.10

**6.10 Bernina Contract**

**7 GUILD PROJECTS:**

**7.1 Australasian Quilt Convention (Heather)**

Heather asked for approval for airfares, 1 nights accommodation and to attend the dinner at AQC in Melbourne in April. Approval was given for airfares, 2 nights accommodation and the dinner,

**7.2 Quilt Australia (Heather)**

The next zoom meeting is scheduled for Thursday 9<sup>th</sup> May 2024 7pm AEST, then November 14<sup>th</sup> at 7pm AEST.

**7.3 Dare to Differ (Sue Knuckey) To be held 2025.**

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

Request to borrow one portable frame to travel with the raffle quilt. Everything progressing nicely.

**All Agreed**

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

**7.6 Quilt Encounter (Kerryn)**

Reported at 5.8.12

**7.7 Scholarships and Grants (Julie)**

Kathy to take out "Country" on the website. Heather will remind at the February meeting.

**Heather/Kathy**

**7.8 SA Quilters: Comfort Quilts**

Reported at 5.8.9

**7.9 Flinders Kids (Chris O'Brien)**

**8 COMMUNICATIONS (Kathy)**

**8.1 Communications Team**

**8.2 Mail In**

**8.3 Website / Facebook / Instagram / You Tube**

**9 ANY OTHER BUSINESS**

No other business

**MEETING CLOSED 8.35 pm**

**NEXT MEETING: Thursday 29<sup>th</sup> February 2024 at The Robin Hood Hotel [5.30 pm Dinner – 6.30 pm Meeting]**

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**President**

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**Date**