



Minutes of Meeting of The Leadership Team
held at 6:35 pm on Thursday 28th September 2023,
at The Robin Hood Hotel, Portrush Road, Norwood SA

1 PRESENT

Peg Argent, Michael Barton, Heather Ford, Jan Goulter, Shez Hobbs, Keith Holland, Margaret Hurrell, Denise Johnston, Gaylene Morgan, Kathleen Rossini, Julie Symons, Ros Wyatt, June Yam

In Attendance: Chris O'Brien

2 APOLOGIES: Jackie Harris, Cindy Massey, Ann Ewer, Sue Knuckey, Kerryn Brand

Heather thanked Chris for standing in for her while she was away.

3 MINUTES OF PREVIOUS MEETING

Julie moved, seconded by Shez, it was agreed that the Minutes of the meeting held on Thursday 31st August approved.

4 MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

5 GUILD BUSINESS – EXECUTIVE COMMITTEE

5.1 Finance (Keith/Jan)

5.1.1 - There were no questions or queries on the August financials emailed to everyone on 10th September.

As at 28th September the Incentive Saver account has a balance of \$106k. There will be no interest this month for this account, and it was agreed to withdraw \$10k to cover expenses due.

A deposit of \$510 has been made to the suspense account by way of a donation. Chris advised this relates to Comfort Quilts. Keith advised it will go into the general account.

Figures for the Trunk show are still being sorted but is in front. FoQ is down \$2-3k and QE is still being finalised but will be a loss.

Joyce Chapman will be paid \$50 pd for 12 days for billeting Judy Coates Perez. Keith suggested this figure needs to be looked at and referred it to the Finance Committee.

5.1.2 – Tea Tree Gully Quilters application for wadding. It was agreed to pay the maximum amount of \$200. Heather to advise them. **Moved by Peg, Seconded by Julie.**

5.1.3 – Heather informed everyone of the Kathie Kerler online Judges Seminar. After a short discussion it was agreed to pay \$US200 for Emilie Knight to participate in this seminar

Moved by Kathy, Seconded by Jan

5.1.4 – A finance meeting has been set for Thursday 16 November at 4.30 pm at Keith's office.

5.2 Groups Liaison (Cindy)

5.3 Library (Michael)

All good.

5.4 Mail Distribution (Jan)

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

5.5.1 – This was resolved at the Teams meeting. No further action required.

5.5.2 – It was agreed no further action be taken at this stage for fabric contributed for the fat quarter raffle

5.6 Membership (Kathy)

Individuals – 516

Groups – 88

5.7 Merchandise (Shez)

5.8 President (Heather)

5.8.1 – VollieCare Patient Care Projects.

After discussing the request outlined in the email, and as previously discussed, it was agreed to advise VollieCare it was the Policy of the guild not to undertake such requests.

Heather will respond.

Chris reported she has started a policy document to help stave off further requests of this nature.

5.8.2 - Outdoor banner hung at the Grand

A question was raised at QE as to why the SAQ banner was hanging on the Grand balcony and Heather was later approached and asked was QE part of SA Quilters. Heather and Kerryln have discussed this matter. It was discussed that the SAQ logo should be on the cover of the QE brochure and it would be helpful if a member of the Leadership team be on the committee, at present Cindy Massey is on the QE team. Heather will ask to attend the QE debrief meeting in November. **Footnote: The logo is always on the QE brochure cover it was an oversight this year.**

5.8.3 – Succession Planning

Heather advised Team Leaders should have a succession planning strategy in place and not to leave it to the Leadership team to find someone. On updating the Handbook categories, a note to this effect to be included at the end of the document. Gaylene to update the portfolios already received.

5.8.4 – Banner

A meeting of the Banner sub-committee, Heather, Kathy, Michael and Gaylene, was held on 25 September. It was agreed that a banner with the SAQ Logo will be made to hang from the lectern. Kathy has volunteered to make this with help from Michael and Gaylene. Kathy to take measurements at the next meeting.

It was discussed at this meeting to have another pull up banner. Heather showed a copy of a logo designed by Jane Polden to go at the top of this banner and to have Guild information on it.

There are two tear drop banners being used with the old logo. It was proposed that new flags be printed by Vista with the new logo, the stands can be re-used.

These two items have been referred to the Finance committee.

5.8.5 – Adelaide Show judging – presence

There was a discussion regarding sponsorship. It was felt as we donate prizes we should have a presence at the show by way of a booth and have our own judges for both categories. At present we have 2 judges for the senior section, no trainee judge can attend and the Show provides their own judge for the Junior section, who may not be qualified. It may require adding more to the

sponsorship. It was agreed Heather to speak with the show organisers to have a booth at next year's show and to have our Judges for both sections with a trainee judge being present.

5.8.6 – Room used for last workshop

A grievance was aired regarding the room used for the Judy Coates Perez's workshop and a concern the stacked chairs caused a hazard. The workshop was held on a Friday and Saturday which clashed with the Saturday sit n sew group. It was pointed out as the workshop was hand sewing only and would be using the projector, the smaller room was better suited for this. Ros reported from the feedback sheets received the participants were happy to be in the smaller room, with a couple of comments saying they were glad to be in that room, it was more intimate and able to communicate more easily with everyone. Ros advised Judy Coates Perez was happy with the room. If it was a workshop requiring machines it would be held in the big room. Shez advised the sit n sew group were happy to change rooms if needed. It was agreed the workshop team make these decisions.

5.8.7 – Bedford Services follow up

Chris gave an update on the email received from Bedford Industries. Their offer included 19 services but none were suitable for our purposes. The only possible service was help with erecting frames and perhaps the sending of I-Patch in the succession plan. It was noted they do shredding. A thank you to Bedford is on record and they will be advised if we require anything in the future we will be in touch.

5.8.8 – Retreats

Chris advised bookings for the retreats have been made at Mannum.

31 May to 3 June – Leadership, this is just a couple of days after the AGM and may not suit new members.

26 to 28 July – FoQ and also another date was set aside in September 20 – 22 for FoQ.

It was suggested the Appraisal team could utilise the May/June dates, FoQ stay with the July date and Leadership use the September date. It was pointed out the September date is when QE is on. At this stage the dates remain as is. Heather to follow up with the Mannum Motel.

5.8.9 – Scammers

Heather advised the scammers are at it again and for everyone to be vigilant.

5.8.10 – Chrissy Quilts

An invitation has been received to attend the Chrissy Quilts afternoon on 12th October. Heather to respond advising unable to attend this year.

5.8.11 – Bridge Patches

An invitation has been received from Bridge Patches to attend their meeting on Tuesday 3rd October for what SAQ can do for them. Heather, Peg and Gaylene will attend.

5.9 Secretariat (Gaylene)

Still waiting on a few Handbook portfolios to come in.

5.10 Shops Liaison (Peggy)

All okay

5.11 Meetings Team (Peggy)

Report attached to Agenda

5.12 Workshops (Rosslyn)

Ros advised an email has been received from Charlotte Scott from NZ advising she is coming to Australia in May 2024 for the Barabara Meredith Trust and is available for workshops. Ros gave a brief run down on what she does. The Guild would have to pay her airfare from Brisbane and she is happy to be billeted. Her fee for a workshop is \$420 pd and would have to be mid-week. There

would need to be 15 in the class to break even. It was agreed it was too expensive and difficult to arrange a mid-week class which members may not be able to attend due to work and other commitments during the week.

The numbers are down for Wendy's workshop on 14th October and was opened to the Leadership team for \$45. Several people put their name down. It was decided that in future this offer should apply to all team leaders – all agreed it should. Heather to send Ros a list of the team leaders.

The programme for next year is being looked at with a workshop with Wendy Whellum to make a jacket. The pattern cost of \$40 is on top of the workshop fee. Chris showed some photos of the jacket done in a workshop at Victor Harbor.

5.13 Events (June)

5.13.1 – Birthday Celebrations, 2024.

No further meeting until after Country Forum. Team is June, Heather, Margaret, Peg, Gaylene, Cindy, Denise and Anne Marie Serrano (if needed)

5.13.3 – Country Forum October 2023

All going well. The 26th October has been set to pack the goodie bags. Jan, Shez and Kathy volunteered to help on the day.

5.13.4 – Trunk Show

This was a successful event. Sue Spargo will be approached to do the Trunk show in 2024.

5.13.5 – Market Day 2024

The 10th of May 2024 has been pencilled in, subject to availability of venue.

5.14 Assets Register (Gaylene)

Heather advised one ironing board and one iron at Vermont be taken off the Register.

Heather to purchase another ironing board and iron for use at Vermont.

Heather

6 GUILD BUSINESS – GENERAL

6.1 Frame Hire (Angela)

6.2 Insurance (Margaret)

6.3 Judging Panel (Jill Christian)

6.4 Appraisal Panel (Heather)

6.5 Website Management (Kathy)

6.6 I-Patch (Kathy)

Heather acknowledged the team, and the new members of the team, for their continued commitment and time in producing a fabulous production each month.

6.7 Modern Mix Quilters (Monique)

6.8 Patron

A short discussion ensued regarding the patron's involvement. Due to other commitments the Governor was unable to attend FoQ this year. It was suggested a Christmas card with a small gift be sent. Kathy suggested a table runner and volunteered to make if it was agreed to do this.

6.9 Royal Adelaide Show Contract (Julie)

Refer 5.8.5

6.10 Bernina Contract

The contract rolls over every year, there is nothing set in writing. It was reported there is an issue

with the value and allocation of the sewing machine prizes being donated for FoQ and this will be addressed.

7 GUILD PROJECTS:

7.1 Australasian Quilt Convention (Heather)

7.2 Quilt Australia (Heather)

Heather advised a zoom meeting has been set for the 9th of November. Members attending will be Heather, Cindy, Ros, Ann and Gaylene. Heather called for any questions to be tabled. Kathy asked if it could be put to the other states how they manage and work their sponsorship.

7.3 Dare to Differ (Sue Knuckey)

This will be held in 2025. Sue will call for a team.

7.4 Festival of Quilts (Ann Ewer)

Margaret has taken over the role of raffles from Jan

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

7.6 Quilt Encounter (Kerryn)

Attached is a report from Kerryn. Kerryn is stepping aside from the leadership role but will stay on the committee co-ordinating tutors. Next years dates are 15th to 20th September 2024. Jen Kingwell and Sue Spargo have been locked in for 2024.

7.7 Scholarships and Country Grants (Julie)

7.8 SA Quilters: Comfort Quilts

7.9 Flinders Kids (Chris O'Brien)

54 quilts were delivered to Flinders this week. Leonie from Lovelee has donated a lot of UFO's.

Chris advised, due to time, labels were only put on the really good quilts, felt it is a waste of time putting a label on every quilt and is very time consuming. Jill has now come around to the same thinking. There are enough labels at the moment.

8 COMMUNICATIONS (Kathy)

8.1 Communications Team

8.2 Mail In

A thank you note from Sue Wege for prize at FoQ – donated by SAQ

A phone call from a lady at Wirrabara

An email from Di Howard

Peg received a thank you email from Therese Homan for prize at FoQ

8.3 Website / Facebook / Instagram / You Tube

9 ANY OTHER BUSINESS

No other business.

MEETING CLOSED 8.20 PM

NEXT MEETING: Thursday 26th October 2023 at The Robin Hood Hotel [5.30 pm Dinner – 6.30 pm Meeting]

The 31st Quilt Encounter has finished up – very successfully at the Stamford Grand Hotel. With numbers down on previous years and certainly a smaller event than last year's 30th birthday celebration, it was much easier to manage as far as the committee and staff at the hotel were concerned. We tried an alternative meal arrangement for lunches in the Grand Promenade Restaurant and have received very positive feedback on this change.

A few points to make about the smaller numbers we feel are:

1. The tightening of “financial belts” across the country.
2. The overseas travel opportunities (after several years that this was not possible) – at least 12 regulars that we are aware of are currently overseas or planning this travel in the next few weeks..
3. Internal Australian airfares remain high, post Covid – although this year 42% of our participants were from interstate.
4. The online workshop platform provides opportunities for people to do classes at home at less cost.
5. Still concerns about Covid in our community and particularly in an enclosed environment – with an older cohort of participants and some with particular health issues this has been raised with our committee.

Our finances are yet to be finalised – Keith will have a clearer update on this.

The “de-brief” meeting will be held in early November when I am back in SA and we will provide a full report after that, although I will write a report for the October I-Patch, along with numerous photos taken during the event. (which I believe Kathy already has on file)

I will be stepping down from the “leadership” role after the November meeting and we will advise the Team that will carry QE forward into the future.

Next Year's dates are from the 15th to the 20th September 2024 at the Stamford Grand Hotel and several tutors have already been booked. Stars of our tutor line-up will be Sue Spargo (USA) and Jen Kingwell (VIC) . Suggesting that a Trunk Show again at the end of QE would be good and Sue Spargo would be a great Guest Speaker for this event.