



**Minutes of Meeting of The Leadership Team**  
held at 6:35 pm on Thursday 29<sup>th</sup> June 2023,  
at The Robin Hood Hotel, Portrush Road, Norwood SA

---

**1 PRESENT**

Michael Barton, Heather Ford (President), Jan Goulter, Jackie Harris, Shez Hobbs, Denise Johnston, Cindy Massey, Gaylene Morgan, Kathleen Rossini, June Yam

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

**2 APOLOGIES:** Keith Holland, Peg Argent, Julie Symons, Margaret Hurrell, Ros Wyatt, Sue Knuckey, Kerry Brand

**3 MINUTES OF PREVIOUS MEETING**

Shez moved, seconded by Denise, it was agreed that the Minutes of the meeting held Wednesday 24 May 2023 be approved.

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

**5 GUILD BUSINESS – EXECUTIVE COMMITTEE**

**5.1 Finance (Keith/Jan)**

5.1.1 – Statements attached to Agenda – Jan advised there was nothing further

**5.1.2 – *Printer for FoQ***

Ann advised Keith and Heather approved the purchase of a new printer for FoQ which Ann has purchased and has provided the details for the Assets Register. Details of the replaced printer to be provided to update the Asset Register.

**5.1.3 – *Free tickets for winners guests***

There was a discussion regarding tickets for the meeting for the prize winners attending and how many guests they could bring. It was agreed that the winners plus a maximum of 3 guests be provided with free entry to the meeting. Chris to provide the welcome desk with 3 copies of the winners.

**5.1.4 – BMT Takings**

The final takings for the BMT are:

Door	\$2,388
Trading Table	\$5,170.70
Claytons	\$5,445
Bargain Table	\$481
Quilt Raffle	\$1,312
Donations	\$602
Guild Donation	\$350

Plants \$450

A ruling was received from the tax office that we were required to pay GST on all the monies raised.

**5.2 Groups Liaison (Cindy)**

**5.3 Library (Michael)**

There will be no library at the Presentation night.

Jemima Flendt's new book is now available from the library.

**5.4 Mail Distribution (Jan)**

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

Chris advised she had spoken to a woman from Riverton who was interested in the 'buddy system' (Chris offered her a bed so she could attend a meeting) which led to more discussion on this and it was agreed that this should be promoted more. When the suggestion was made to implement a buddy system between groups, those interested were asked to contact Heather. Only NYP quilters responded

Shez advised that the raffle prizes are getting more expensive to provide and books are getting very expensive. The shop on the night contribute to the prizes. At present there are 7 prizes given plus a door prize and President's encouragement award. There was discussion regarding the number of prizes and whether voucher be given for the door prize. It was agreed a voucher is not personalised and in general people prefer a bag of goodies. It was agreed to have 5 raffle prizes plus the President's encouragement award and a door prize. Shez to mix them up as much as possible to make them look appealing.

Heather advised she has been donated a lot of books/magazines and could go to QE as CF have plenty of prizes.

**5.6 Membership (Kathy)**

Kathy advised there are 485 individual financial members including 35 Life Members, with 2 new members today. There have been 11 new members since the March meeting.

Groups - 88 financial members. With 1 new group – Melann's Fabrics

**5.7 Merchandise**

Shez advised the supply of blue bags is getting low. Heather has been in contact with Jo at Stitch N Bits at Cowell who has agreed to supply 100 bags at \$5.33 ea.

**Heather proposed that an order to purchase 100 bags be made. Seconded by Michael.  
All in favour**

**5.8 President (Heather)**

**5.8.1 – New Banner**

As a new pull up banner is required with the new logo, Heather has spoken with Barb Keller at Jack and Jade in Rostrevor who has spare cartridges and quoted \$165 to embroider and supply one all assembled. Kathy advised she can get banners from Vista Print with the logo, website and email printed on special vinyl at a cost of \$80. All agreed that a pull up banner should be ordered from Vista Print, Kathy to purchase. **Kathy**

Heather has been in contact with the Grand and they are happy to have a canvas banner hanging from the balcony during QE. This has been costed at \$72 from Vista Print. One will be purchased in due course. The car cover cannot be used at the Grand as there is nowhere on their property to put it and suggested SAQ contact the Glenelg Council for permission.

#### **5.8.2 – Increase in requests for community quilts.**

It has become a concern with the increase in requests for charity quilts possibly due to the increase in our social media presence. Comfort Quilts have asked for more batting, this means they have used \$600 of their budget in six months. It was agreed that SAQ support women and children and does not support all charities. It was suggested some requests be advertised in Patches to see if any Groups could provide for these requests. A lot of quilts being donated are tops only and require sandwiching and quilting. It was agreed to ask for completed quilts and that a Policy statement be prepared. Chris, Cindy and Kathy have volunteered to put a draft together and it was agreed to invite Kate Senoir to also provide input. Chris will supply some dot points as to what is required.

#### **5.8.3 – August and September SAQ meetings.**

Heather advised Cindy and Julie are not comfortable to take the stage for the August and September meetings while she is away and Chris has volunteered to stand in. Chris will also chair the August leadership meeting.

#### **5.8.4 – Volunteers sewing day June 10. Possible December 9**

The volunteers sewing day held in June was a success and Heather advised there is a possibility another one could be held on Saturday December 9. Heather suggested if there is room that other members from subcommittees be invited. All agreed it go ahead and that it become a Christmas party for Leadership

#### **5.8.5 – Leadership Retreat**

Heather advised she will be away and unable to attend the Leadership Retreat at Mannum, but advised she will pay the \$50 pp deposit and members attending to reimburse SAQ and the remainder to be paid by individuals on arrival. Heather will send an email when the deposit has been paid.

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

There have only been two updates for the Handbook received at this time. More please.

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

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

A Report was attached to the agenda

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

Heather advised Bronwyn Cant's workshop in August requires the mobile data projector which Heather got from Candy before she left for overseas.

There was a discussion on using the new phone and phone stand at the meetings for demonstrations nights, and for guest speakers to use for something different at meetings. Comments have been received that the meetings are getting to be the same each month and need more variety.

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

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

In hand.

#### **5.13.3 – Country Forum October 2023**

Only one registration has been received and there is a need for more information to be given. There was a discussion whether to release selected information on a regular basis or provide the full program now. Heather spoke on the program and the theme "Be Inspired" and as participants

travel a long way, and some requiring accommodation, they need to know in advance as to what is on the program. June to send Kathy information to make a poster which will be sent to the Country Groups.

**June/Kathy**

#### **5.13.4 – *Trunk Show***

It was reported the sale of tickets is very slow and requires more promotion. Chris requested some photos be sent to her and she will do a power point presentation. It was also suggested that some of her quilts be put in I-Patch, on the website and on facebook. June suggested she speak on her new book at the next meeting.

**June**

#### **5.13.5 – *Market Day 2024***

No date has been set and is on the agenda for the next Teams meeting and will be focused on more after FoQ.

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

Still waiting on updates.

### **6 GUILD BUSINESS – GENERAL**

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

Brighton Dunes have booked frames.

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

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

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

Heather advised the Panel is going on a personal development retreat at Mannum from June 30 to July 2, 2023

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

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

Kathy reported the two months of I-Patch that has been sent using a download link is proving successful, is more efficient and much less time consuming. No complaints regarding the change have been received.

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

#### **6.8 Patron**

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

Heather advised the President is invited to attend on the Friday night to present the Junior's prize and to an afternoon tea for sponsors on the Saturday. As Heather will be away Julie will stand in her stead.

#### **6.10 Bernina Contract**

### **7 GUILD PROJECTS:**

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

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

Minutes from last meeting available on request

#### **7.3 Dare to Differ (Sue Knuckey)**

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

Notes and Minutes of 3<sup>rd</sup> and 24<sup>th</sup> June attached to Agenda

Ann briefly reiterated on her notes which are in the Agenda and asked what would be an appropriate amount to pay the 4 volunteers erecting the frames. They have advised instead of payment to the individuals that a donation be made to a charity they nominate. There was a suggestion of \$300 and a final decision will be made after completion of the job.

Ann has requested 2, maybe 3 frames, will be needed at the presentation night, three seats to be reserved in the front row. Ann will contact Burnside regarding the small plinth for a stage and if more chairs could be provided. Heather will also bring her computer and HDMI cable.

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

**7.6 Quilt Encounter (Kerryn)**

Heather advised she has spoken with Kerryn who advised that numbers are down this year, particularly interstate participants citing the high cost of airfares. Registrations will be open until mid August. At the end of July emails will be sent out advising participants of their choice and requirements list. Kerryn to liaise with Kathy for publicity re spaces still available. **Kerryn**

**7.7 Scholarships and Country Grants (Julie)**

**7.8 SA Quilters: Comfort Quilts**

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

**8 COMMUNICATIONS (Kathy)**

**8.1 Communications Team**

**8.2 Mail In** – A thank you card received from Fleurieu Quilters for \$200 for wadding and an email from Peg Argent, Purple Patch Quilters for \$200 for wadding.

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

**9 ANY OTHER BUSINESS**

Jan advised she has received \$300 from Sew Together which was a grant for them to hold a Julie Haddrick workshop which has had to be cancelled. We will hold the grant over for them for a later date if they wish

Michael advised he saw a notification of a woman who has a bunch of curtain fabric samples for distribution and would it be something SAQ is interested in. Heather asked Michael to bring it to the August meeting as members may appreciate it. This has been done in the past

**MEETING CLOSED 8.05 PM**

**NEXT MEETING: Thursday 27<sup>th</sup> July 2023 at The Robin Hood Hotel [5.30 pm Dinner – 6.30 pm Meeting]**