



Minutes of Meeting of The Leadership Team
held at 6:20 pm on Thursday 30th January 2025,
at The Robin Hood Hotel, Portrush Road, Norwood SA

Chris welcomed everyone to the meeting.

1. PRESENT

Peg Argent, Michael Barton, Ann Ewer, Heather Ford, Rosanne Fuller, Jan Goulter, Shez Hobbs, Wendy Hunt, Keith Holland, Margaret Hurrell, Denise Johnston, Cindy Massey, Gaylene Morgan, Chris O'Brien, Kathleen Rossini, Julie Symons, Ros Wyatt

In Attendance: Bev McBride

2. APOLOGIES: Jackie Harris, Sue Knuckey, Jill Radcliffe

3. MINUTES OF PREVIOUS MEETING

Amendment to Item 5.2.1 – Delete “FoQ had a deficit of \$2.5k..” replace with “*FoQ had a profit of \$1,050, this was added to the donation to Kick Start for Kids*”. Subject to this amendment It was agreed that the Minutes of the meeting held on Thursday 28th November 2024 be approved.

Moved: Ann Ewer **Seconded:** Margaret Hurrell

4. MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

5. GUILD BUSINESS – LEADERSHIP TEAM

5.1 President (Chris)

5.1.1 *Volunteers for IQD 15th March at Vermont:*

A sheet was circularised for members to volunteer a time frame to help on the day.

5.1.2 *Riverland IQD - 22nd March:*

Two paid vacancies and a paid challenge have become available. Cindy put her hand up for the challenge and four people were interested in attending and will advise Chris.

5.1.3 *Members retiring from Leadership at the AGM:*

Rosanne advised that the Constitution requires a minimum of six positions holding a title to be on the Team. Chris is stepping down but will continue on the communications team and as the convenor of Flinders Kids. The Vice President's position remains unfilled, while Heather will stay on as second Vice President. Rosanne will become President and continue as Group Liaison officer. It was agreed to create a separate position for a Minute Secretary, which Ann Ewer will take on, with Gaylene retaining all other secretarial duties. Kathy will continue responsibilities for Membership, Communication, I-Patch, and the Website. Ros will continue to oversee Workshops and Peg shops. Rosanne will discuss roles individually with the other members.

5.1.4 *Silent Auction:*

During a previous meeting, several antique quilts were donated with the stipulation that the proceeds go to the Guild. It was decided to hold a silent auction in 2025. This will be an online auction for members only. Discussions included managing the auction and setting a reserve price of around \$100, some items less. Suggestions were made on how to utilize the proceeds,

emphasizing the need for them to be an asset. Keith proposed to defer decisions until after the auction when the final amount raised and applicable GST are known. When the auction is launched members will be informed that the proceeds will be used to improve IT for the Guild. Any arising issues will be addressed as they occur.

5.1.5 Pamphlets for Shops:

At the last Teams meeting, 40 leaflets and a holder were given to team members for shop displays. It was suggested to also canvas embroidery shops. Kathy will order another 1000 leaflets and purchase 20 additional holders.

5.1.6 Wagga Query:

Alison from the Kingston Lighthouse has submitted an inquiry regarding information on Waggas, accompanied by a photograph of a Wagga currently exhibited at the Lighthouse. She inquired if the Guild possesses any relevant information on Waggas. It was noted that there was an exhibition in Melbourne where numerous Waggas were displayed. Heather is tasked with locating a book from the exhibition that may contain useful information. Chris to email her with a suggestion that she contact the National Wool Museum in Geelong.

5.1.7 Exhibition of "If Fabric Could Talk"

Catherine Fitz-Gerald has created an oral and photographic series titled "If Fabric Could Talk," which explores the memories people associated with textiles in their lives. She currently has an exhibition at Pepper Street Gallery. Catherine has been offered a 10-minute segment at next week's meeting to discuss her exhibition, Fringe Show and upcoming artist residency.

All Agreed

5.1.8 A reminder for the President's Challenge – 20" square – Theme is Spots

5.2 Finance (Keith/Jan)

5.2.1 All information to finalize the financials for 31st December has not been received. Ros will liaise with Jan about pre-31 December workshop payments, petty cash on hand for various groups, Shez to provide figures for merchandise.

It is expected there may be a backlash at the AGM with the amounts showing in the documents, it will be pointed out 2024 was a very good year.

The Burnside Council was informed about ongoing difficulties in making payments, resulting in a payment for 6 months instead of 2 months. A payment to the Stamford Grand is due in March, and it is anticipated that this will be manageable.

Keith thanked Jan and Kathy for the work they have done and are currently doing on membership renewals. Most people are paying online, and writing the receipts is a significant task.

Accounts reconciled to January 29th shows a figure of \$12,000, but this will decrease after adjustments.

A finance meeting has been set for 10th April at 4.30 pm, to be held at Keith's office at Aldgate.

Budgets for events to be sent to Keith. Bev advised a draft budget has been prepared for QE.

The Police Credit Union to be paid out on 27th May – may be able to obtain a better rate.

5.3 Secretariat (Gaylene)

5.4 Membership (Kathy)

Individuals:

567 registered members

Includes 35 Life members

330 members have renewed in 2025

188 members yet to renew (expect a number of renewals at the February SAQ meeting)

11 have advised they will not be renewing – Patricia Bradley, Caroline Chapman, Caroline Giles,

Maxine Kittel, Kathleen Lock, Sally Mackenzie, Jennifer Ormand, Valerie O'Riley, Anna Rackham, Christine Rechner, Sharon Wilsdon.

9 new members since last Leadership meeting

The total number of registered members includes 34 shops of which 22 have renewed

Groups:

91 registered groups in 2024

50 groups have renewed in 2025 – 31 country and 19 city (certificates of insurance have been sent)

40 groups yet to renew

1 group has advised they will not be renewing – Enfield Quilters

2 new groups since last Leadership meeting – Riverland Crafty Group (Loxton) and Social Sewers (Murray Bridge)

5 groups do not require SAQ insurance – Zion Quilters (covered by venue), Purple Patch (all SAQ members), Carrieton Craft Group (covered by venue), Jubilee Quilters (covered by Tea Tree Gully Council), Sewcial 'n' Stitch (covered by venue)

5.5 Meetings Team (Wendy)

All okay. Team to bring quilts to cover the welcome desk at next meeting.

5.6 Meetings General (*Raffle* – Shez / *Welcome* – Wendy / *Guest Speaker* -)

All okay.

5.7 Groups Liaison (Rosanne)

5.7.1 *Groups Newsletter:*

Have received 3 replies. Goolwa have requested a visit at the end of February (9.15 am – 12.15 pm)

5.7.2 *Applying for Grants:*

The Silver City group inquired about applying for a grant and were informed that, even though they are an interstate group, they can apply for grants and for batting.

5.7.3 *“How to Host an Event”*

A help sheet has been forwarded to Inman Valley Quilters, who are hosting Rural Roundup in 2026, and will be included in the next newsletter for the benefit of other groups.

5.7.4 A visiting Groups checklist/recording sheet has been drafted and available for the Leadership Team to use.

5.7.5 *How to Start of Group Help Sheet:*

A 'How to start a Group' help sheet is currently being drafted.

5.7.6 *Updating Policies from being Guild member specifically to include affiliate members/groups:*

It was agreed the Guild cannot give a policy but can provide guidelines.

5.8 Workshops (Ros)

Due to cancellations, three spots are now available for Lessa and Faye's workshop on 8th February. Kathy to put on Facebook.

Chris will provide her portable frame for this next workshop.

Kathy and Chris will make YouTube videos at workshops, to promote the work of the Guild, during 2025.

5.9 Shops Liaison (Peggy)

Pop Up Shop day – 21st June proposed:

This to be held at Vermont and is for small and online shops where a bus cannot access. It is envisaged to have 6 shops. This date is three weeks before FoQ and may not be well attended. It was proposed to change the date to August or September. Cindy, Wendy and Peg to liaise. This item is held over to the next meeting on 27th February.

It was suggested that Peg approach a couple of shops to ascertain if they would be interested in attending.

Another Bus trip is being organised for later in the year.

Hart and Soul is the shop for the next meeting and Jo Reardon will help Michelle on the night. Michelle asked if lucky spots can be put on some chairs for \$10 vouchers. This was agreed to.

5.10 Insurance (Margaret)

An enquiry has been received from a Queensland quilting group regarding membership from interstate groups. They have been advised that they are unable to obtain insurance through Queensland Quilters. After researching this, and speaking with the Broker, it was decided that SAQ was not prepared to accept interstate membership solely for the purpose of accessing insurance cover. It was thought the Silver City Group would be exempt from this as they are more affiliated with SA than NSW.

5.11 Events

5.11.1 ***International Quilters Day (15th March):***

Kathy advised another meeting to be held to finalise details. A volunteers list was sent around the table.

5.11.2 ***AMQF:***

Heather has a list to man the SAQ information booth. There to be fat quarter bundles, list of workshops, new member drive and SAQ promotional materials. It was agreed to have a lucky draw with a prize of a one-day workshop. **All Agreed**

Bev advised QE are having a meeting on 5th February and will ask for members to help on the booth.

The Yazzi Bag prize will be drawn at the next meeting. Kathy to make a list of membership numbers, rather than names, who are in the draw.

5.12 SAQ Policy Review 2024 (Julie)

Nothing to add. Chris advised draft final versions need to be presented at the next Leadership Team for review and then finalised before the AGM.

5.13 Library (Michael)

Michael has been in contact with Dean from the Education Department who set up the Bookmark programme used and is the only person who can do this. This programme expires in 2099. The programme was not on line and could not be updated. It has now been unlocked and all updates have been completed and will now automatically update. With the update the programme is different from the original and requires Excel. Kathy advised 3 of the 5 Microsoft licenses are being used and will arrange for this go on the library computer. The library is now up to date.

There are a lot of books not returned when Covid lockdown was on. Michael to provide Kathy with a list and she will send an email to individual members.

5.14 Merchandise (Shez)

Calico bags will be on special at the meeting.

Shez and Wendy to attend the meeting at 6 pm to take a stocktake of items in the lockers.

5.15 Assets Register (Gaylene)

Ann is doing a stocktake of FoQ items.

6 COMMUNICATIONS (Kathy)

6.1 Communications Team

A meeting to be organised.

Jane and Cindy are having a break from videoing home sewing rooms. Chris and Kathy will do videos at workshops.

A video to be done on how to get quilts ready for FoQ and the link put in I-Patch after the March meeting when FoQ is launched.

6.2 Website / Facebook / Instagram / You Tube

6.3 Mail In

7 GUILD BUSINESS – GENERAL

7.1 Frame Hire (Angela)

An issue arose with a group wanting to arrange to hire frames with a week's notice. The team tried to accommodate the request but the group was unable to meet the necessary requirements. Two months notice is required and documented on the website.

7.2 Judging Panel (Jill Christian)

7.3 Appraisal Panel (Heather)

7.4 Website Management (Kathy)

7.5 I-Patch (Kathy)

Submissions due on the 10th of the month. Ally is continuing to do this.

Heather asked if two boxes of hard copies of Patches can be destroyed. As they have all been scanned it was agreed they can be destroyed.

A concern was raised with navigating the SAQ website. A suggestion was made for a search box be added. Kathy will look into developing a site map to facilitate easier searching.

7.6 Royal Adelaide Show Contract (Heather)

7.7 Scholarships and Grants (Heather)

One Application for a grant has been received. Heather to encourage members/groups to apply at next meeting.

7.8 Patron

7.9 Bernina Contract

FoQ has a contract.

8 GUILD PROJECTS:

8.1 Dare to Differ (Sue Knuckey) 19th September – 19th October, Gallery M, Marion.

The website has been updated and was advertised at the Quilters Quarters sale.

8.2 Festival of Quilts (Ann Ewer)

The theme for the project is "Christmas in July" and the objective is to create placemats measuring 35 cm by 45 cm, featuring Christmas-themed fabric on the front and non-Christmas fabric on the back. It has been suggested that these placemats could be donated to Meals on Wheels to accompany meals delivered at Christmas.

A video to be done on how to prepare quilts for FoQ.

8.3 Quilt Encounter (Bev)

A draft budget has been prepared and is being worked on. There is an issue with storage for donated prizes and if it was possible to obtain storage space in the southern suburbs. This would prove to be very expensive. It was suggested to use the Guild's storage facility. Another issue was taking equipment etc to the venue. Ann provided Bev with details of the courier FoQ use. Contingency plans are in place.

8.4 Country Forum (Rosanne)

Kathy has designed the logo. The Registration form is being worked on.

8.5 Modern Mix (Jill Radcliffe)

8.6 Sit and Sew

8.6.1 Sew it's Wednesday (Cindy)

The question was raised if the sit and sew days could start earlier in the year. It was agreed the volunteers who set up and pack down need a good break and was agreed to leave the dates as is.

8.6.2 Unplugged Stitchers (Jackie)

8.6.3 Saturday Stars (Therese)

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

8.8 SA Quilters: Comfort Quilts

Chris will attend their meeting on Saturday and deliver material and sundry items for the group.

8.9 Flinders Kids (Chris O'Brien)

100 quilts are ready to be delivered, there has not been a delivery for 3 months. There is a new convenor and it was suggested she be asked to do a piece for I-Patch.

9 NATIONAL EVENTS

9.1 Australian Quilt Convention

9.2 Quilt Australia (Chris)

9.3 International Quilters Day – 15th March (maybe city based), 22nd March (Riverland)

10 ANY OTHER BUSINESS

10.1 Free Admission to AGM:

This was unanimously agreed to and to bring a friend.

10.2 Door prizes at SAQ Events:

To avoid requesting door prizes for each event, it was agreed that prizes from Appraisal and Workshops would be offered.

All Agreed

10.3 SAQ Policy for \$40 voucher:

Held over to next meeting.

10.4 ***Urn for Vermont:***

As the urns at Vermont are not working Wendy asked if one could be purchased. Heather has done some research at Bunnings. Could be stored in the cutting out table cupboard if it fits, or left in the kitchen for all to use. It was also suggested to purchase a sandwich press. There was general agreement. Heather to investigate and purchase.

MEETING CLOSED 8.40 pm

NEXT MEETING: Thursday 27th February 2025. at The Robin Hood Hotel [5.30 pm Dinner – 6.30 pm Meeting]

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President

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Date