



Minutes of Meeting of The Leadership Team
held at 6:25 pm on Thursday 30th November 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, Cindy Massey, Gaylene Morgan, Ros Wyatt, June Yam

In Attendance: Ann Ewer

2 APOLOGIES: Julie Symons, Kathleen Rossini, Jackie Harris, Chris O'Brien, Sue Knuckey, Kerryn Brand

3 MINUTES OF PREVIOUS MEETING

It was agreed that the Minutes of the meeting held on Thursday 26th October 2023 be approved.

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

4 MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

5 GUILD BUSINESS – EXECUTIVE COMMITTEE

5.1 Finance (Keith/Jan)

5.1.1 – As at 30th November there is \$6,000 in the Bank and \$7,800 in the Incentive account. The Police Credit Union has been re-invested to 21st May 2024 at the rate of 4.5%.

5.1.2 – Keith advised he had a meeting with Kerryn Brand, Margaret Sampson and Bev McBride from QE on the 23rd November. The fee of \$20 per day tutors are required to pay for insurance if they haven't got their own was discussed. Insurance for non-members attending is currently \$6 per day and it was discussed this be increased to \$10 per day, this is included in the package and should also apply to workshops. The tutors insurance to be put on the agenda for the next QA zoom meeting.

With QE running into the Trunk show it was suggested to incorporate it with QE.

There was a discussion on the tutors contracts and doing workshops after QE. It was felt that people are not attending QE and waiting for a workshop after QE as it is a cheaper option and this could be a factor in the decline of numbers attending. It was suggested workshops conducted by international and interstate tutors be at a higher fee rate than the normal workshop fee.

Keith gave a breakdown on the figures for QE and FoQ for the past four years. There will be a further meeting in January/February 2024.

5.1.3 – Meetings Entry Fee: It was brought up at the Finance Meeting held on 16th November regarding an increase for the door entry fee from \$3 to \$5 and was rejected. The entry fee has been \$3 since at least 2008. It was now further discussed and an option was put to increase the membership fee to \$70 per year with no entry fee to meetings. Peg and Margaret gave a breakdown of figures based on the average number of members attending and expenses incurred for each meeting. This increase would impact members who don't come to monthly meetings. Heather reiterated from the Finance meeting that an increase would go towards part financing a

new city groups grants scheme. It would complement the existing Scholarships and Country groups Grants schemes -

\$2,500 – Country Grants
\$2,500 – Scholarships; and
\$2,500 – City Grants

A show of hands was called and it was agreed to go with this second option

All Agreed

5.1.3 – Tutors insurance: This was discussed at the Finance SC and as this was raised at the QE meeting with Keith it was agreed to hold this item over to the January meeting to enable Keith to get the figures.

5.1.4 – Travel Reimbursement: This item was discussed at the Finance SC meeting. The current reimbursement is 50c/km over 50km and it was agreed to increase this to 60c/km over 50km

All Agreed

5.1.5 – Billeting Fee: This was reviewed at the Finance SC and it was agreed that the billeting host for an SAQ invitee (judge, tutor either national or international) and when an SAQ rep (appraising, judging, opening an even in rural SA) would receive \$40 pp/night. In addition, there would be a \$30 meal allowance paid per day for the invitee and SAQ rep should an evening meal be had out. When appraisers are hosted in the county the host will be paid \$10 pp to provide morning tea and lunch.

All Agreed

5.2 Groups Liaison (Cindy)

5.3 Library (Michael)

Michael, Christine and Jackie will undertake a stocktake of the library after the December meeting.

5.4 Mail Distribution (Jan)

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

5.6 Membership (Kathy)

88 Groups

525 individuals including 35 Life Members.

Individual expiry dates:

456 – 31 December 2023

15 – 30 June 2024

5.7 Merchandise (Shez)

5.8 President (Heather)

5.8.1 – Community Quilts Program Policy: Everyone had read the document attached to the Agenda and all were in agreement.

All Agreed

5.8.2 – Purchase of badges for 40 years: -Research on past gifts for 10, 15 and 20 years, nothing for 21, 25, 30 and nothing for 35 years was read. In 2024 the birthday will be celebrated at the March meeting and it was suggested to have a 40 year badge. Several samples had been drawn up and a copy was handed around for everyone to vote on which one they preferred. The majority voted for the Blue logo with black writing in lower case [top right on the sheet of options]. A quote had been received on a metal design with a red background and was \$3.75 +GST ea for black writing and \$6.35 +GST ea for gold writing for 200 badges. It was agreed to get a further quote for the badge voted on. Discussion was held over who/how many would receive the 40 year badge. **FOOT NOTE:** Since the meeting a further quote has been received for 550 badges made using the design voted on. White background, logo in colour, black lower case text. This has

come in at \$1-80 plus GST per badge. Following an email discussion it was agreed 550 badges will be ordered

5.8.3 – A mock up of new name badges was shown if members choose to purchase one. There is an option of having a pin or a magnet on the back and to be specified when ordering. The cost was estimated at \$10 and \$12. The name to be in lower case. Heather will go back to Olson's to get a firm quote. It was agreed to continue to re-use the gold badges that are given to committee members and returned at the end of their tenure.

5.8.4 – Discussion re new President and other team members. More members for Judging, Appraisal and FoQ: There is no-one willing to step up for President. Heather will call for volunteers at the December meeting. Ann advised they have enough members on the FoQ team.

5.8.5 – Rajah Award: An email has been received from Expertise events asking for nominations for the Rajah, Lut-da and Shining Light Awards.

5.8.6 – One Charity for SAQ each year: At the October meeting it was discussed the possibility of having one charity for all fundraising events by SAQ, QE and FoQ. FoQ have agreed to this proposal. QE prefer to choose their own focusing on rural charities.

5.8.7 – Website Assistant: Following a request for a website assistant Tina Robson has volunteered. Cindy will relinquish her role as Guest Speaker Liaison officer next year and Diane Lewitzke has agreed to take on this role. Both of these roles are off committee.

5.8.8 – Membership: The Finance SC discussed the issue of membership taken out by someone from Hobbysew and it was suggested that a disclaimer stating that SAQ reserve the right to decline a membership application should be implemented. It should appear on the website Membership page and the Membership Application Form to this effect. As this is new ground it requires further discussion and work by the communications team on the legal implications and to come up with more criteria to be put in place. The disclaimer clause was approved. **All Agreed**

5.8.9 – Advertising Policy for Shops: This was discussed at the Finance meeting and it was agreed we need to future proof for possible requests to use our socials and newsletter by big companies. There was discussion on having a second membership category for members who have a shop. Further discussion on this item is required.

5.9 Secretariat (Gaylene)

An email was sent to the Burnside Council regarding the wrapped Christmas boxes. A reply was received saying they would love to have them for their Carols by Candlelight event and to leave them at the reception area.

A few more updates for the Handbook have been received.

5.10 Shops Liaison (Peggy)

Will get the February and March shops to Kathy to add to the website.

5.11 Meetings Team (Peggy)

It was decided to have the whole formal part of the December meeting first and then the Christmas festivities. Peg will greet and look after Rikki Cook from Treasure Boxes. It was agreed not to have the library at this meeting and in its place two tables to be set up with Ikea bags place there for the donations.

The hat will be passed around but will be counted and transferred to Treasure Boxes account after the meeting.

Peg and Cindy have researched members who have attended the most meetings for a prize. There is one person.

A Meetings Team meeting has been set for Thursday 11th January, 11am Beckman St Cafe

5.12 Workshops (Rosslyn)

A meeting has been set for next week. There is a workshop for a mystery quilt with Lessa and Faye on February the 10th and is filling fast.

5.13 Events (June)

5.13.1 – Birthday Celebrations, 2024.

Heather's list of suggestions and plans in place was read out. One of the plans is a BOM, commencing in February in I-Patch, Facebook and on the website. It will be over 11 months with requirements, 4 blocks each month and completing.

Heather asked the Treasurer for free entry at the March 7th birthday meeting - **Agreed.**

Jo Reardon has been asked and she has agreed to make 150 red velvet cupcakes. Heather requested a budget of \$400 to cover the cost of the cup cakes and also \$110-00 to hire the Vermont hall on Saturday February 3 for a pop up sewing day for Leadership and volunteers. We will also make quilt tops from orphan blocks to be used to hang on fences, from balconies etc leading up to FoQ in 2024 – **Agreed.**

A further meeting for the birthday team has been set for 18th January 2024, Beckman St Cafe

5.13.3 – Market Day 2024

A flyer has been printed and was shown. SAQ will have 3 tables. A fee of \$40 per table has been set.

5.13.4 – Mystery Bus Trip

There is no definite date yet. A meeting is scheduled for 1st December.

5.14 Assets Register (Gaylene)

6 GUILD BUSINESS – GENERAL

6.1 Frame Hire (Angela)

6.2 Insurance (Margaret)

A proposal has been sent and waiting on the invoice.

6.3 Judging Panel (Jill Christian)

6.4 Appraisal Panel (Heather)

At the end of May 2024, the group will go on a professional/friendship development retreat.

6.5 Website Management (Kathy)

6.6 I-Patch (Kathy)

6.7 Modern Mix Quilters (Monique)

Ann enquired if Modern Mix will have an exhibition at the next FoQ. Cindy reported the project of shoes will hopefully be ready, after a couple of hiccups it was hoped to start on them in January and also looking at a red and white project.

6.8 Patron

Margaret, Ros, Julie and Michael attended the Governor's garden party and reported it was a great day, the Governor is delightful and is well versed about the Guild, reading I-Patch. A photo was posted on Facebook.

A query was made if the Patron will attend FoQ. Ann advised as there is no opening ceremony and prizes not been given out at the Exhibition it was unlikely she would attend. Ann to speak to her aid and ask for suggestions and will report back.

6.9 Royal Adelaide Show Contract (Julie)

A discussion was had at the Finance meeting, a proposal is being work on.

6.10 Bernina Contract

There is a contract with Bernina for best of show and runner up and a machine for the raffle prize. Melann's will be approached for the encouragement award.

7 GUILD PROJECTS:

7.1 Australasian Quilt Convention (Heather)

To be held on from Thursday 11th April to Sunday 14th April 2024, Melbourne

7.2 Quilt Australia (Heather)

The next zoom meeting is scheduled for Thursday 9th May 2024.

7.3 Dare to Differ (Sue Knuckey) Next Dare to Differ is 2025

7.4 Festival of Quilts (Ann Ewer)

7.4.1 – It was requested that the best of show be sponsored by SAQ and not from the FoQ budget. There was discussion if the BOS is won by an interstate entry an amount of \$400 or \$500 be allocated. It was agreed to allow \$500. All agreed for SAQ to sponsor the Best of Show and a prize of \$500 if won by an interstate entry. **All Agreed**

7.4.2 – Raffle Proceeds: At the zoom meeting of QA in November a lot of the states reported they share their raffle prize 50/50 with their charity and their Guild to help cover costs. This was put to the meeting and it was agreed to follow this lead that 50% of the proceeds go to the charity of choice [2024 will be Kick Start for Kids] and 50% to FoQ **All Agreed**

7.4.3 – Budget: There is a budgeted loss of \$1,740 for 2024

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

7.6 Quilt Encounter (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 from the Tea Tree Gully Quilters for their recent allocation of \$200 for wadding/

8.3 Website / Facebook / Instagram / You Tube

9 ANY OTHER BUSINESS

No other business

MEETING CLOSED 8.55 pm

NEXT MEETING: Thursday 25th January 2024 at The Robin Hood Hotel [5.30 pm Dinner – 6.30 pm Meeting]

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President

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Date