



Minutes of Meeting of The Leadership Team
held at 6:20 pm on Thursday 31st August 2023,
at The Robin Hood Hotel, Portrush Road, Norwood SA

1 PRESENT

Peg Argent, Michael Barton, Jan Goulter, Jackie Harris, Shez Hobbs, Keith Holland, Denise Johnston, Cindy Massey, Gaylene Morgan, Chris O'Brien, Julie Symons, Ros Wyatt, June Yam

In Attendance:

2 APOLOGIES: Heather Ford, Margaret Hurrell, Kathleen Rossini, Ann Ewer, Sue Knuckey, Kerry Brand

3 MINUTES OF PREVIOUS MEETING

Meeting held Wednesday 27th July 2023

Kerry Brand advised of the following amendments to be made in these Minutes:

Registrations for Quilt Encounter 2023 do not close until the 15th August – as advised at the last Guild Meeting at Burnside and also in the July I-Patch.

Some tutors are OK with taking on extra students (over and above the 15 as per their contract) and are paid \$20.00 per person per day – as has been the case for several years and this figure is also included in the contracts of those tutors involved. There are tutors who are not prepared to have more than 15 in their classes.

With this amendment noted Shez moved, seconded by Cindy, it was agreed that the Minutes of the meeting held Thursday 27th July 2023 be approved.

4 MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

5 GUILD BUSINESS – EXECUTIVE COMMITTEE

5.1 Finance (Keith/Jan)

There were no questions or queries on the July financials emailed to everyone on 6 August.

As at 31st August the Incentive Saver account has a balance of \$150k and will yield \$500-\$600.

The Trunk show will be sorted next month.

5.2 Groups Liaison (Cindy)

Cindy advised she will be attending Orange Tree Quilters next week to chair their AGM.

Chris advised that Cindy, Julie and herself will attend Geltwood in Millicent in October. Chris will speak, Cindy will do a mini trunk show and Julie to speak on Grants and Scholarships.

5.3 Library (Michael)

Nothing new – all good.

5.4 Mail Distribution (Jan)

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

Shez reported 6 raffle bags are now being provided, 3 donated by the shop and 3 from the Guild. A query was raised as to the reason for this and it was explained it was due to increased prices to purchase good quality items for the bags.

It was reported that some fabrics donated for the fat quarter raffle had pieces cut out of them. It is impossible to check all pieces received. It was agreed a piece be put in the next I-Patch to address this issue.

Peg advised the lectern was not measured for the new banner at the last meeting as the old lectern was being used. Peg has contacted Burnside as to the whereabouts of the lectern and was advised they will follow this up.

Peg advised at the September meeting all the chairs will be put out. One entrance door will be closed and the welcome tables moved up to make room for the extra chairs.

Cindy advised she usually introduces the guest speaker, but as the guest speaker for September is an international tutor, Judy Coats Perez, she felt she was not ophay with her expertise and as Joyce Chapman is hosting her Cindy has asked Joyce to introduce her.

Chris queried what happens to money held by a group if it folds. It was suggested this could be a legal issue. The Guild's Constitution states it is given to a like not for profit organisation. A directive from the Guild to Groups to advise if they do not have a constitution a plan should be in place in the event they fold. All groups have a responsibility to their members that covers this issue. Kathy to be asked to extract information from the group forms of how many are incorporated. The Guild has a duty of care to groups to have a wind up clause. It was suggested this be discussed at Country Forum

5.6 Membership (Kathy)

509 Individuals

89 Groups

At the Leadership Retreat some members attended the Karoonda Quilt Shop where it was discovered the shop has been a member for over a year, the details on the form were not completed correctly and has now been rectified.

5.7 Merchandise (Shez)

The 100 blue quilt bags ordered have arrived and some will be taken to the September meeting, the rest are being stored at Shez's house. It was reported more water is being sold at the meetings and needs to be re-stocked.

5.8 President (Heather)

5.8.1 – Chris addressed the email from Bedford Industries attached to the Agenda. A suggestion was put they may be able to assist with light assembling at FoQ. There was also a suggestion for sending out I-Patch. Further enquiries of Bedford on costings to be looked into. To be addressed further at the next meeting.

5.8.2 – Retreat: A booking has been made for the 2024 retreat for 31ST May – 3rd June 2024 as the usual dates at the end of August are not available and working around Birmingham, the AGM, Father's Day and the long weekend this was the best option.

5.8.3 – Receipt from Catherine House to be sent to Treasurer – Jan to follow up. **Jan**

5.8.4 – An email from a New Zealand tutor has been received. It looks as if it could be quite expensive, Ros to look into it. **Ros**

5.9 Secretariat (Gaylene)

Since the last Leadership meeting quite a few updates for the Handbook have been received, only a few still outstanding.

Enquiries have been made of Burnside regarding invoices for the hall hire. Have been advised they will be out at the end of this week or early next week.

5.10 Shops Liaison (Peggy)

All done.

5.11 Meetings Team (Peggy)

It was suggested that all sub-committees are represented at the Meetings Team Meeting and decisions being made at this meeting, whereas the sub-committees have their own meeting to make decision and the outcome to then come to this meeting. Chris suggested it be put back to the convenors and then to meet. It was also suggested that members be on only 2 subcommittees. To be put at the next meeting if anyone would like to join a sub-committee, which may lead to joining the Leadership Team. June to ask at next meeting for helpers at Country Forum. June

5.12 Workshops (Rosslyn)

Planning is now in train for 2024. All workshops and helpers have been sorted for this year. It is hoped that Chris will do another workshop this year. Lessa and Faye have agreed to do a workshop in 2024.

Peg reported there was another mix up with the Vermont calendar and the Saturday sit and sew group, with the big room having been set up for a function on Sunday which meant the sit and sew group had to use the smaller room. On further investigation it was discovered that it was an accident. Ros and Peg to check the calendar at Vermont.

5.13 Events (June)

5.13.1 – *Birthday Celebrations, 2024.*

A challenge has been set for a 40cm read and white quilt. Chris advised FoQ will not have a challenge for 2024, in its stead there will be a category for red and white quilts. FoQ will determine several categories for this section should the number and/or techniques warrant this.

5.13.3 – *Country Forum October 2023*

Plans progressing well and happy with the progress. There are 110 attendees at this stage. A draft budget is in place.

5.13.4 – *Trunk Show*

Ticket sales are still very slow, 40 tickets sold. June will promote it at the September meeting and will ask Kathy to put it on Facebook.

It was agreed all tutors will receive a complimentary ticket and ask that they promote it in their respective classes. June to follow up Rachelle for a refund.

5.13.5 – *Market Day 2024*

A date is yet to be confirmed, likely to be sometime in May.

5.13.6 – *Mystery Bus Trip*

It was reported the team have met and have started to make plans. No date has been set at this stage as more planning is required and shops to be approached.

5.14 Assets Register (Gaylene)

Nothing further received.

6 GUILD BUSINESS – GENERAL

6.1 Frame Hire (Angela)

6.2 Insurance (Margaret)

There was an incident at the Leadership Retreat. An Incident Report has been completed.

There was an enquiry as to whether there is an OH&S person at the meetings. After discussing the issue it was agreed not to have an OH&S/first aid person, if there was an incident at a meeting there would be medically qualified members who attend and be able to help.

6.3 Judging Panel (Jill Christian)

Chris reported the Judging Panel is very busy.

6.4 Appraisal Panel (Heather)

6.5 Website Management (Kathy)

6.6 I-Patch (Kathy)

Chris acknowledged Kathy's contribution. Rhoda Ryan is taking a turn as editor from September.

6.7 Modern Mix Quilters (Monique)

Cindy advised the steering committee is trialling a challenge on Monday.

6.8 Patron

6.9 Royal Adelaide Show Contract (Julie)

It was reported the Junior section entries are low this year. Julie will be attending to present the junior prize.

It was also reported that there is no recognition for the other entries and as the Guild donates a prize it is felt this should be recognised. To be discussed with the Show organisers for next year.

6.10 Bernina Contract

7 GUILD PROJECTS:

7.1 Australasian Quilt Convention (Heather)

7.2 Quilt Australia (Heather)

7.3 Dare to Differ (Sue Knuckey)

7.4 Festival of Quilts (Ann Ewer)

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

32 quilts were to be delivered to Catherine House but were advised they are not having the usual turnover and are not in need of any quilts at the moment and have no facility to store them.

CQ have been inundated with fabric and quilts at various stages of completion causing storage problems. After discussing this issue it was determined that everything donated does not have to be used, if it is not appropriate it can be binned.

7.9 Flinders Kids (Chris O'Brien)

Quilts of Love, Comfort Quilts and Flinders Kids require more labels. These can now be printed and are less expensive. Chris will organise a meeting with other community quilt convenors to discuss options before ordering.

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 7.50 PM

NEXT MEETING: Thursday 28th September 2023 at The Robin Hood Hotel [5.30 pm Dinner – 6.30 pm Meeting]