

2012 FKQG Board Meeting Agenda

March 7, 2012 at 6 pm

Attendees: Cass Bowen, Karla Lynch, Ellen Simon, Helen Lucas

Old Business

1. 2012 Budget Approval.

In working on the budget prior to this meeting, it was discovered that we had inadvertently neglected to pay the Bahia Vista Mennonite Church for last year's classroom space. Cass will obtain duplicate copies of the invoices and Helen will send the check. It will appear as a 2011 expense of \$1250.00 on our 2012 budget. The budget was reviewed for the final time. Helen will make the revisions and e-mail them to the Board Members for an e-mail motion to approve and vote. After the motion passes, the budget will be e-mailed to the membership before the March general meeting for approval at the meeting.

Addendum: On 3-11-12 through e-mail discussion, Beth Grindal made a motion to approve the budget. Karla Lynch made a second to the motion. The budget was approved a few days later by the majority. The final budget was sent to Linda Pearce for posting to the website.

New Business

1. Bylaws Revisions Discussion of the following issues:

The Bylaws Revision Committee discussed Cass' request as to the need for a guideline in the Bylaws as to when the budget planning was started in the year.

Cass suggested that November would be a good time to start the budget review for approval by the membership early in the following year. The Board agreed that this would be a reasonable time to start the review and the Committee will be notified that they can amend the Bylaws to reflect this addition.

Cass, after her Bylaws Revision Committee meeting, requested that the Board consider changing the Bylaws to require 2 (two) signatures when writing checks for Guild expenses. It should be noted that the Venice Guild currently has this policy in their Bylaws.

After much discussion it was determined that bills could not be paid on time if two signatures were required. Cass felt it was important that there be a "checks and balances" in place for tracking the income and expenses of the Guild. It was agreed that a review of the Treasurer's financial records including bank statements would be performed quarterly by the President. This addition to the Bylaws will be presented at the next committee meeting. The request for two signatures was tabled at this time.

The Committee would like to add to Bylaws that the Quilt Show Chair is authorized to sign contracts subject to approval by the Guild president.

The Board felt this was an appropriate revision to the Bylaws and approved this addition.

2. Website Redesign Meeting

Cass advised the Board that a meeting was scheduled for Saturday, March 10, 2012 with Marjorie Holloway and Linda Pearce to discuss a different format such as a Content Management System (CMS, i.e., Wordpress) for the website. These formats are a predetermined template and once set up, can be easily updated by a designated Guild member thus eliminating the need for a webmaster. The Board thought this to be a reasonable option to explore since no work has been done on the redesign for nearly a year.

Other Business:

Ellen reported on the Winter Dayspring Retreat. She asked that the Board consider refunding one of the participants a portion of her reservation fee since she was called to jury duty and missed almost the entire retreat. Ellen advised we had some money left over in the budget that had been allotted for treats and favors. It was noted, however, no tip was given to Dayspring. The Board agreed that a tip should be sent to Dayspring after the fact and the remaining money could be refunded to the member.

Ellen asked that we discuss the upcoming Summer Guild Challenge. Jean Freestone was to lead the challenge and proposed a very thoughtful challenge. She, however, suggested that since we are having the Quilt Show Fabric Challenge and we are asking members to make items for the upcoming show that we wait until another time for this Challenge. The Board agreed that we should have our Summer Challenges in the summers following our quilt show.

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Cass Bowen