

Final Approved – June 10, 2019
Draft – May 24, 2019

**Camarillo Quilters Association
Board of Directors' Meeting Minutes
Monday, May 13, 2019**

CALL TO ORDER – The Camarillo Quilters Association Board of Directors' meeting was called to order on Monday, May 13, 2019, at 9:34 a.m. by President Jonal Beck at her residence.

PRESENT – The board members present were: President Jonal Beck, Vice President Barbara Witman, Treasurer Judy Hively, Secretary Joyce Turner, Membership Jan Hunter, Workshops Maria Ring, Speaker Hospitality Laura Divine, Speaker Contracts Rose-Marie Gamboa, Ways and Means and Historian Jane Aiello, Communications Thelma Atkinson, Library Linda Wilkinson, Facilities Joan and Gerry Olsen, Hospitality Yvonne Brydson, Block of the Month Kathy Adams, and Newsletter Lynne Woods. Guests and incoming Board members present were: Speaker Hospitality Maribeth Benedict, Workshops Joey Strait, Secretary Sue Wilson, Library Sharon Battocchio, and Ways and Means Becky Lowe.

MINUTES OF BOARD MEETING OF APRIL 8, 2019, AND GENERAL MEMBERSHIP MEETING OF APRIL 9, 2019 – It was moved by Barbara Witman, seconded, and unanimously approved that the revised minutes of the Board of Directors' meeting of April 8, 2019, and the General Membership meeting of April 9, 2019, be adopted and distributed.

UNFINISHED BUSINESS – Barbara Witman reported that several folks have opened their homes in Camarillo to hold board meetings and that July's meeting would be at Judy Hively's condominium clubhouse. Barbara followed up on last month's discussion regarding refining the following Small Groups Standing Committee Chair job descriptions.

- "Ensure that all small groups are in compliance with CQA Bylaws and Standing Rules by providing a copy of these materials to each small group leader."

- "Ensure that behaviors and activities will reflect favorably on CQA by being aware of group activities and making occasional visits."

Barbara recommended striking these from the job description all together, in that the job is to welcome new members and make sure they are comfortable. Barbara asked for further discussion. It was moved by Jonal Beck, seconded, and unanimously approved that we strike these two top lines from the job description for Small Groups.

NEW BUSINESS – Jonal Beck announced that the next Board meeting would be at the Camarillo Ranch House beginning at 9:30 a.m., and that Gerry Olsen would provide a guided tour of the House with a suggested \$5 donation. Jonal reported that Kim Halamicek from the Ventura Modern Quilt Guild would be at tomorrow's General Membership meeting selling tickets at \$20 each for a progressive brunch and in home quilt tour of five homes on Jun. 22, 2019.

OFFICER REPORTS –

PRESIDENT - Jonal Beck requested those present, outgoing and incoming Board members, introduce themselves. Jonal announced a Perfectly Peachy sewing room tour of five homes in Orange Grove on Jun. 22, 2019, for \$45. Jonal and Joyce Turner confirmed that meeting minutes are being kept digitally and Judy Hively confirmed that treasury reports are on a thumb drive. Jonal announced that herself and Judy have post office box keys and that four of six storage keys are held by Barbara Witman, Judy Hively, Andrea Ramirez, and Sandra Hiebert-Darata. Jonal requested outgoing Board members turn over their procedure manuals to the incoming members. Jonal outlined the Board structure as Officers, Directors, and Standing Committee Chairs. Jonal reported she would prepare quilt holder instructions and speak to the quilt holders to make for a smoother show and share at the General Membership meetings.

TREASURER – Judy Hively provided and presented Balance Sheets and financial data and reported our total equity is \$76,001.39, less outstanding checks. Judy announced we are slightly under our projected total income and under total expenses by \$10,000. Judy presented the quilt show budget that she and Sandra Hiebert-Darata prepared. Jane Aiello discussed a 40th anniversary celebration with a salad bar and cake to be held at the April 2020 General Membership meeting and requested approximately \$600 plus \$100 for the kitchen. It was moved by Barbara Witman, seconded, and unanimously approved to create a line item for the 40th anniversary celebration of the Camarillo Quilters Association within Member Hospitality with \$800 in it so we can have a celebration in April 2020 at the General Membership Meeting. It was moved by Rose-Marie Gamboa, seconded, and unanimously approved to approve the budget as amended for 2019/2020. Laura Divine requested a lunch budget for the speaker of \$180 and Andrea Ramirez requested \$20 per lunch for the workshop instructor. Jonal Beck recommended we vote on this new amendment at next months Board meeting.

DIRECTOR'S REPORTS –

MEMBERSHIP – Jan Hunter reported 143 members checked in at the April 2019 General Membership meeting, and of those, 126 renewed their membership. Jan reported that at this time last year, we only had 75 membership renewals. Jan announced we had 3 guests and 8 new members in April for a total of 154 people in attendance. Jan announced those renewing tomorrow would receive a fat quarter.

WORKSHOPS – Maria Ring announced tomorrow's workshop is "Charmed Squares" with Pam Hadfield who provided her workshop sample to Maria last month. Maria reported June's workshop is with Lorraine Tennyson but that she still needs to sign the contract. Barbara Witman requested Maria follow up with Lorraine.

SPEAKER HOSPITALITY – Laura Divine announced that Pam Hadfield is the speaker for tomorrow's General Membership meeting and that she would be staying with Laura but will have driving costs.

SPEAKER CONTRACTS – Rose-Marie Gamboa announced that all contracts are signed through the end of 2020 and into 2021.

WAYS AND MEANS – Jane Aiello announced that Becky Lowe would be taking her position as Ways and Means Director.

STANDING COMMITTEE REPORTS –

COMMUNICATIONS – Thelma Atkinson announced that Cynthia Arnold would be taking her position as Communications Standing Committee Chair.

HISTORIAN – Jane Aiello reminded all that if anyone has anything for the history book, to give it to her. Jane announced she took a lot of pictures at the retreat and will print them for show at the travel table next month.

HOSPITALITY – Yvonne Brydson reported she would buy what she needs (cookies and coffee) for tomorrow's General Membership meeting out of the member donated cash she's been receiving.

BLOCK OF THE MONTH (BOM) – Kathy Adams reported she has her BOM quilt top ready to display. Kathy reported she had sixty participants from June 2018 to 2019 and that she will present gifts at tomorrow's General Membership meeting to the five who consistently participated. Kathy announced the Newsletter introduces Jonette Duchai, and that Kathy has volunteered to assist Jonette.

NEWSLETTER – Lynne Woods announced that inputs for the May/June 2019 Newsletter are due Jun. 15, 2019, and that she only has one article so far.

NEXT BOARD MEETING – Monday, June 10, 2019, at the Camarillo Ranch House.

ADJOURNMENT – There being no further business, the meeting was adjourned by Jonal Beck at 11:23 a.m.

Joyce Turner, Secretary

To be approved by the CQA Board of Directors on June 10, 2019.
5/24/2019