

**Wild Rivers Quilt Guild**  
**WRQG Leadership Team \* Tuesday, July 25, 2023, 2 pm**

*Present: Karen, Lynda, Val, Jackie, Lori Quorum met? Yes Approved Date: 08-22-2023*

**1. Business**

\* **Secretary Report: 6/27 Treasurer's Report: 6/30** \$4,870.19. Approved.

\* **Elections:** finalize slate of candidates

**L Team Vacancies:** Vice President, Secretary,

**Volunteer Vacancies:** Program Team (2), Welcome Table (1)

\* **New Members:** process discussion: see page 3

*Discussion/Vote: New Full Year Memberships received prior to September*

Someone sent in a new membership via mail, received in late June/early July.

Given that memberships start in September, and given that a half year membership of \$12.50 would only be valid for 2 months, and given that, to our knowledge, this person never utilized her guest attendance options, it was approved that July and August shall be considered her guest attendance, with membership to start Sept. 1. Approved

\* **Yearly Calendar of Operations:** we discussed quilt show frequency, and the amount of work that has been done since January, using membership funds as an indicator of the following year's budget, and the possibility of changing the timing of the annual membership drive. No decisions were made, however a review of the YCO will be critical with this discussion.

\* Square, Tablets, Quilt Show use. Tabled, pending Point of Sale development.

\* Request from Lori for purchase of perforated card stock or labels for printing member name tags: approved.

\* Val has purchased 3 receipt books. We discussed having one in the Welcome box in the event that she is unable to attend. Approved.

**2. Program Team Update:**

\* Team: Jackie L, Connie O, Sheri G, Lynda P

\* Quilt Retreat \* Spring 2024: Darcy B. & Andrea N.

\* **Workshop Registrations:** process, duties, coordination

Mail in registrations to PO Box > keyholder>

photos> Program Chair

deposits > to Treas

\* **Workshop attendance:** There have been some well attended workshops, and some that were not well attended. We discussed possible reasons: interest in topic; finances: fabric, bus trip, quilt camps; time; UFOs. The Program Team will discuss reducing the number of workshops from 6 to 4 per year, adding "casual" round robins, and offering a July picnic for 2024.

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**2. Program Team Update** (continued):

\* **Bus Trip:** Fri Sept 8. Registrations: Val is tracking. Need 12-13 more.  
Discussion/vote possible excess funds raised: refund. Tabled  
Note: more discussion will be needed if we come close, but don't meet the minimum number of registrations.

\* **Workshop Subsidies:** *Tabled: Not sustainable at this time*

\*Budgeting Considerations - Further discussion is warranted.

\* Per member partial subsidy for workshop?

\* For Presenter if minimum attendance not met?

\* Provided for April 25 - Luella Doss workshop (?)

\* What % of minimum *not* met is reasonable?

**3. Quilt Show Team Update:**

\* Team: Cindy N & Karen H, Rose S, Chris V, Jeannine R, Jackie L

\* Fri/Sat Sept. 29-30 at Pine Mountain Resort

\* **Website:** <https://wildriversquiltguild.org/quilt-show/>

\* **Deadlines** to register August 30. Speakers, publicity, signage, volunteer shifts, more. Event is well in hand.

\* **Discussion/Vote:**

Members in good standing at deadline who enter quilts in show, & don't renew in September. *Decision:* Wait and see if this is an issue.

**4. Open Sew & Service Projects -**

\*\*\* **Facilitators:** 8/1 LP    8/15: LF    9/5: JL    9/19

\* **Cleanup** after all WRQG building usage: thread bags/ tape, vacuum, cups to kitchen

\* Saturday Open Sew consideration – revisit w members in Fall

\* **Ohio Stars** update: volunteers needed to assemble Veteran's Quilts

\* Request from Lori for purchase of clear totes for storage of our items: approved

**5. Next L Team Date & Agenda items:**

\* Thursday, August 17

**6. Next Membership Agenda: Tuesday, Aug 22**

\* Ice Breaker /Housekeeping

\* Presentation Topic: Robin Gausbeck

\* Quilt Expo bus trip update

\* Election slate, Vote

\* Quilt Show

Respectfully,  
Lori Friberg

# Wild Rivers Quilt Guild New Member Registration Process

Approved 05/18/2023

## \* **New Members: process, duties, communication**

- \* *Treasurer* or officer accepts payment (at meeting)
- \* *President* or officer receives Membership Enrollment form (at meeting)
- \* Photo taken of Membership enrollment and sent to all LTeam officers
  1. Treasurer deposits and records in spreadsheet
  2. Pres updates Roster and sends welcome email, cc LTeam  
Pres confirms updated Roster posted to Drive.
  3. VP updates Meeting Check in list
  4. Secretary updates Email distribution list

## **Note:** For **NEW** Registrations received via Square

- 1) *WHO has the responsibility of notifying asap Step 2+ above:* Sharing info in a timely manner is critical part of being welcoming.
  - Jackie forwards Square notification to Team
  - Team members all update their duties as listed above.
  - Send out Welcome email within 2-3 days

## 2) *Should we only process Renewals at this time on Square?*

We have critical info which needs to be processed for New registrations which cannot be handled on Square. Note: Square has been updated to reflect only Membership renewals.

## New Member Forms:

Keep a blank sleeved copy in the Welcome Table Registration box, and additional copies available.

Stored on Drive in Membership folder

## Completed New Member Forms:

Traditionally, scanned and saved to Drive. Necessary?