

**Wild Rivers Quilt Guild**  
**WRQG Leadership Team \* Thursday, Sept. 21, 2023, 1 pm**

*Present: Karen, Val, Jackie, Cindy, Lynda, Lori Quorum met? Yes Approved Date: 09-26-2023*

**1. Transition of LTeam.** Led by Past President

- \* **Mission Statement**
- \* **Guidelines, Roles, Teams**
- \* **Drive:** file storage, file nomenclature, Word and PDF
- \* **Open Sew:** Facilitators, RSVPs, Responsibilities
- \* **Newsletter (Mel) and Website (Lori) deadline:** email copy/doc by first of month

*Led by current President: Karen H*

**2. Business**

- \* **Secretary Report:** 8/22 **Treasurer's Report:** 8/31 \$5464.39
- \* **Budget Development:** 2023 budget/ spending comparison, Quilt show results
- \* **Square:** discontinue due to increased time demands upon Treasurer. 08/22 via email.
- \* **August 2023 Icebreaker:** 3 things you appreciate about Guild.
- \* **Membership:** Guest attendance limit (2) Including as it pertains to ½ year memberships)
- \* **Refund?** for non-member who paid to enter quilts, then became a member b4 show

**3. Program Team Update:**

- \* Team: Jackie L, Connie O, Yvonne C
- \* Quilt Retreat \* Spring 2024: Darcy B & Andrea N
- \* Newsletter/Website: email copy/doc Melanie/Lori by the 1st of the month.
- \* **Madison Bus Trip:** update: attendance, tip, etc.
  - \* ? **Reimburse** 2 members who cancelled and whose seats we resold
- \* **Registrations: review?:** process, duties, coordination
  - Mail in registrations to PO Box > keyholder>
  - Photos > Program Chair & Treas.
  - Deposits >mail to Treas

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**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/>

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

- \*\*\* **Facilitators: 10/3**                                        **10/17**
- \* Open Sew Facilitator instructions on bulletin board
- \* Cleanup after all WRQG building usage: thread bags/ tape, vacuum, cups to dishwasher. Sewists please clean up your workspace and floor. RSVP
- \* Service Projects: 1-2 per year, recommend do not schedule during Quilt Show years.
- \* **Second Open Sew of Month - Thursdays ?**

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

- \* **Reschedule** due to Quilt Camp: was Thursday, October 19

**6. Next Membership Agenda: Tuesday, Sept 26**

- \* Ice Breaker /Housekeeping
- \* Presentation Topic: Christmas Projects round robin
- \* Great WI Quilt Show bus trip update
- \* L Team: Vacancy: Secretary
- \* Care Team – Leader needed – update Care Team members (Mel is interim)
- \* Open Sew: RSVP: winter weather, driving, facilitator coordination
- \* Open Sew *Saturday* consideration – revisit w members in September.

Respectfully,  
Karen Hallenbeck  
Lori Friberg

# Wild Rivers Quilt Guild New Member Registration Process

Approved 05/18/2023

## REVIEW:

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

\* *Treasurer* or officer accepts payment and form or confirmation of details  
(at meeting or via mail)

\* Treasurer takes photo of Membership enrollment and sends to all LTeam

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

### Member Enrollment and Renewal Form:

DONE: Keep a blank sleeved copy in the Welcome Table Registration box  
Stored on Drive in Membership folder

NOTE: if renewal in person, member does not need to complete a form, and should confirm all contact information on roster kept by Treasurer.

### Completed New Member Forms:

Traditionally, scanned and saved to Drive. Necessary?