

LCQG MANAGEMENT (EXECUTIVE) MEETING MINUTES
January 14th, 2020

President Nijole Deskin called the meeting to order at 10:03am. Nijole thanked everyone for coming, wished everyone a happy New Year and thanked the Lanark Lifestyles Residence for allowing us to use the facility.

Attendance: Nijole Deskin, Marilyn Robinson, Louise Gour, Diane Gallagher, Marilyn Lockyer, Mary Cunningham, Janice Trudel, Jane Burke, Marlene Starkman, Moira Bell, Alice Banford and Peggy Cowle.

The Minutes of the November Management Meeting were read. A motion was put forward by Moira to accept the Minutes as written. It was seconded by Jane, and all were in favour.

TREASURER: The Treasurer's Report was read, and a motion was put forward by Marilyn L to accept the Report. It was seconded by Alice, and all were in favour. Diane mentioned challenges with the invoicing process with our print supplier. Suggestions were made to request a monthly statement via email. Marlene will reach out to the printer to discuss the invoicing process to find a solution.

PRESIDENT: Nijole confirmed that the disposal of the wooden racks from storage is now completed. The Lombardy Fair has taken some of the racks and one of our members (Anita Payne) took one as well.

Projector options/proposals will be deferred to the February meeting.

Nijole provided a copy of the Perth Chamber tourist book to Diane and Moira. It contains the dates for our Guild QOTT show and other events for 2020.

Nijole will be out of town for the January general meeting and Linda Lake will be running the January general meeting. Everyone can forward your agenda items to Linda. QOTT meeting that was originally scheduled to be just prior to the general meeting will be rescheduled when Nijole has returned. Louise will send out a message to the QOTT committee and Nijole will coordinate a new time and date with the committee members.

PAST PRESIDENT: Marilyn R brought forward concerns with minutes summary in the newsletter. The management team discussed the process and timelines for publishing minutes. Which brought forward a discussion around printing of newsletter, environmental concerns, climate change/action and cost of printing. After these discussions, a new resolution was put forward by Marlene for our guild to do our part in reducing our carbon footprint. It was seconded by Marilyn L and all were in favor. A motion was also put forward by Marlene to post the minutes of guild meetings directly on our LCQG website for our membership review and thus reducing the pages printed of the newsletter. It was seconded by Louise and all were in favor. Nijole will mention this at the podium at the February general Guild meeting.

VICE-PRESIDENT: Linda sent her regrets and Nijole provided an update on her behalf.

Reminder that there are no sew days scheduled for January and February because the general meetings are during the day. The Christmas sale meeting for “post mortem” has been scheduled just prior to the January 28th meeting.

SECRETARY: As mentioned in previous meetings, we are now using Google OneDrive to store Guild documentation. Louise will send a link to Google OneDrive for the February executive meeting. The management team will be able to review previous minutes and other Guild (editable) documentation (ie. by-laws) in this central location.

BLOCK OF THE MONTH: Mary showed everyone the proposed snowflake block for the January general meeting. Mary has 56 members receiving the block of the month and only 22 of them are still requesting hard copies. The remainder are getting the file electronically via email. Continued promotion of the electronic delivery of the block of the month will be encouraged to align with our new climate action resolution.

LIBRARIAN: Marilyn L showed the management team the 3 new books for the library this month.

The books remaining from the Christmas sale will be put on a table at the January general meeting with a glass jar for donations. Any donations received for the books will be put towards new books for the library. Leftover fabrics for kits at the Christmas sale will be given to Carole Armstrong for the creation of New QOTT boutique items.

MEMBERSHIP: Jane and Janice shared feedback received from members on the timing of show & tell during our general meeting and the length/duration of the meeting. The management team discussed the meeting structure, timing and potential ways to make meetings more efficient and not run over time. The timing of the show and tell is moved to the end of the meeting only when the guest speaker has to travel a distance after the meeting. Going forward if the show and tell is going to be at the end of the general meeting there will be a mention of it in the meeting reminder email sent by the membership team. The management team also recognized that the seating can be uncomfortable. A suggestion was to have a cushion making “sew day” for members to bring to meetings for chairs. A suggestion was made to manage the timing of people coming up and down to the podium for prizes and topics. During the next meeting the door prizes will be drawn and members will be asked to see Louise at the break instead of coming up one at a time to pick a prize. The management team will continue to monitor feedback and discuss this topic further at following executive meetings.

NEWSLETTER: Reminder: The deadline for submissions is the Friday after the Management Meeting.

PROGRAMS: Marlene didn't have any new workshop updates. Reminder that the February show and tell will be historic quilts from our members.

OUTREACH: Alice mentioned that the charity quilt is progressing well and they are collecting the squares for the quilt. They've received one application from Community Living. Jane mentioned the Legion as a potential charity submission.

PUBLICITY: Moira suggested that we reduce the distribution of the printed flyers for the monthly general Guild meetings. We are seeing more engagement from ads in the Humm and Facebook. We will continue with printed flyers for Guild events like QOTT show and Christmas Sale. A motion was put forward by Moira to reduce monthly meeting flyers. It was seconded by Louise, and all were in favour.

SOCIAL: Peggy now has a sign-up sheet for members to volunteer to provide snacks at the next upcoming month meeting. The sign-up sheet will hopefully cut down on the number of phone calls needed to coordinate the Guild meeting treats.

UNFINISHED BUSINESS: Nijole will be presenting an update on the History of LCQG project at our February management meeting.

NEW BUSINESS: Marlene will inquire about the cost of additional services for Google Suite and what services are included with this service. (ie. Additional emails, additional website functionality)

ANNOUNCEMENTS: Nijole has proposed we offer a small quilt show for the residents of Lanark Lifestyles as a thank you for allowing us to use the facility for our meetings. A motion was put forward by Mary for this proposal. It was seconded by Jane and all were in favor.

A motion was put forward by Jane to close the meeting at 12:24pm. It was seconded by Moira, and all were in favour.