

LCQG MANAGEMENT (EXECUTIVE) MEETING MINUTES  
February 11th, 2020

Vice- President Linda Lake called the meeting to order at 10:01am. Linda thanked everyone for coming.

**Attendance:**

Role	Names	Present	Regrets
President	Nijole Deskin		x
Vice President/Programs	Linda Lake	x	
Past President	Marilyn Robinson	x	
Secretary	Louise Gour	x	
Treasure	Diane Gallagher	x	
Block of the Month	Mary Cunningham	x	
Librarian	Marilyn Lockyer		x
Librarian	Judy Pattinson		x
Membership	Janice Trudel	x	
Membership	Jane Burke	x	
Newsletter	Hope Bell		x
Programs/Web/Blog	Marlene Starkman	x	
Publicity	Moira Bell		x
Outreach	Alice Banford		x
Outreach	Kathy Harper		x
Social	Peggy Cowle	x	
Social	Nancy Evoy		x

The Minutes of the January 2020 Management Meeting were read. A motion was put forward by Jane to accept the Minutes as written. It was seconded by Janice, and all were in favour.

TREASURER: The Treasurer's Report was read, and a motion was put forward by Mary to accept the Report. It was seconded by Jane, and all were in favour. Diane mentioned that the printer will now send monthly statements by email.

PRESIDENT: Nijole sent her regrets. Vice-President Linda Lake provided the following updates from Nijole.

Projector options/proposals will be deferred to the March 2020 management meeting.

History of LCQG project will be pushed forward to the March 2020 management meeting.

## PAST PRESIDENT:

Marilyn R mentioned that the QOTT committee will be meeting on February 25<sup>th</sup>. An update will be provided at the March executive meeting.

Marilyn is recruiting for available roles on the Guild management team 2020-2021. She will bring this topic to the podium at the next general guild meeting

## VICE-PRESIDENT:

Linda led a discussion on last month's topic of the publishing of Guild meeting minutes. Meeting minutes are now under the "Membership" section and "Minutes updates" on our LCQG website. This caused some concerns with some members at the last general meeting. Some members were not aware that the minutes were already published on our website. They have been published within the newsletter and posted on the LCQG website. The published minutes have never contained financial details and it will continue as such with the new format. This should be clarified at the next general meeting. This new location provides a clear reference to minutes. It also provides improved logistics for minutes publishing. Concerns from some members who don't have the internet were brought forward by Linda. A number of printed copies will be available to those members without access to the internet and our website.

Linda asked that we put forward a motion to refund Muriel H for cost involved with printing of the Guild History. This motion was put forward by Marlene to refund Muriel. It was seconded by Peggy, and all were in favour.

Linda mentioned that Heather Buchan will be doing a "bag" sewing workshop in March for the QOTT boutique sale items. This will be mentioned at the next meeting.

SECRETARY: Guild documentation is now on OneDrive and the meeting minutes folders have been shared with the management team. They can now access the minutes in this location for review. A link to this folder was sent to the management team prior to the February meeting.

Louise mentioned that she has been monitoring the old Hotmail email account for the past 6 months and there's been no valid emails in that account for the last 3 months. Louise requested a motion that the old Hotmail account be closed. This motion was put forward by Marlene. It was seconded by Peggy, and all were in favour.

Louise brought forward the topic of the Guild putting together a communication plan that would give guidelines for communications from our Guild and the timing. This would be especially helpful for the QOTT show. The challenge is finding someone who would be willing to volunteer time to create a plan.

BLOCK OF THE MONTH: Mary showed everyone the proposed "bird" block for the February general meeting. She has put this month's block in a row to demonstrate the row by row option for block of the month.

LIBRARIAN: Marilyn L sent her regrets and Linda L read her update.

Funds received from the book sale at the last Guild meeting will be used to buy new books. Moira took the remaining books to the Rideau Lakes Public Library, which they gratefully accepted.

Judy Pattinson will look after the library while I'm away on vacation this month.

We have 2 new tools for this month; a hexie ruler and a set of fussy-cut rulers.

MEMBERSHIP: Jane and Janice had no updates for this month. They will take note to print a few copies of the minutes to provide to those with no internet.

PROGRAMS: Marlene is planning for the 2020-2021 Guild speakers and workshop lineup. Marlene asked if someone would be willing to billet the September 2020 guest speaker. Mary has graciously agreed to host them in her home.

OUTREACH: No updates

PUBLICITY: Moira had no updates.

SOCIAL: Peggy mentioned that the sign-up sheet is helping with the coordination of the meeting snacks.

WEBSITE: Marlene provided some information on the cost/benefits of updating the website features and updating our google account. She will continue to research this and bring more details at our March meeting.

A motion was put forward by Mary to close the meeting at 11:59am. It was seconded by Jane, and all were in favour.