

LCQG MANAGEMENT (EXECUTIVE) MEETING MINUTES  
March 10th, 2020

President Nijole Deskin called the meeting to order at 10:04 am. Nijole 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 February 2020 Management Meeting were read. A motion was put forward by Marilyn L to accept the Minutes as written. It was seconded by Diane, and all were in favour.

TREASURER: The Treasurer's Report was read, and a motion was put forward by Moira to accept the Report. It was seconded by Peggy and all were in favour.

PRESIDENT:

With the ongoing Covid19 challenge, we've been advised by Lanark lifestyle that they are unable to provide coffee and tea. We can still have our meetings at the location for now.

Discussed Guild process and guidelines for Covid 19 and messaging to our membership. In the next email reminder to membership we will present a message with current Health Canada guidelines on the virus (wash hands, stay home if sick). Message will stress that if you are not feeling well to remain home.

Discussed options for executive meetings later in the day to allow those working days to volunteer for the management team. Unfortunately, Lanark lifestyle is unable to host any meetings after 8PM. One recommendation was to have meetings run 5:30PM to 7:30PM. This topic will be brought forward at next meetings.

QOTT – The contract will be signed with RVS Draperies upon his return in April.

#### PAST PRESIDENT:

Marilyn R requested that the President make message from podium to remind members to silence phones during the monthly meeting.

Marilyn R has approached the Lombardy fair about facility rental. It is approved by the Lombardy committee that we can rent the facility. They also have storage facility for our library and a kitchen facility. They will get back to Marilyn about costs. Discussion was done about how Lombardy is not in Lanark County. Currently there's no issues with Lion's hall for general guild meetings. The challenge has been mostly with scheduling workshops times/dates at the Lion's hall. Once we have the costing at Lombardy hall we could try it as a workshop location.

Marilyn is still recruiting for the following open positions. (VP, Programs, Library, Publicity). It was mentioned that if meetings could be done at later time to include those that are working would may get more volunteers

#### VICE-PRESIDENT:

Linda mentions that Su from Sew Crafty will be doing shop of the month in April.

#### SECRETARY:

Louise asked if anyone has the original and editable Word document for the Guild by laws and constitution? Marilyn will find out and get it forwarded to Louise for storage on the One Drive.

The old guild Hotmail email account is now deleted. Louise has agreed to investigate and work on drafting a communication strategy/plan for our guild. She will be bringing ideas forward over the next few months to start a draft.

#### BLOCK OF THE MONTH:

Mary is really enjoying creating the patterns for block of the month. She has created all of them herself. She gets 2 people to test them before the monthly distribution. She showed the new block for March.

#### LIBRARIAN:

No new updates. Marilyn L will be looking at rulers for the library.

## MEMBERSHIP:

The reminder emails from membership on timing of the show and tell has been appreciated by the members. Everything went well at the last meeting with the membership table and no new feedback from members.

## PROGRAMS:

Linda indicated that they are still looking for members to demo tools at the April general meeting.

OUTREACH: Alice sent her regrets. Nijole made a list of all possible charities in Lanark county. Maybe we are keeping our list of charities too narrow and suggested that we review our outreach program for next year. Perhaps this program should be a committee. Nijole will meet with Alice over the next month to discuss and get a wider network of charities. Perhaps a letter to be sent out to a list of charity with an invite to apply for this program. More details to come at the next meeting.

## PUBLICITY:

Poster for the March meeting is now out and posted to the public. Moira showed everyone the flyer for April and May. QOTT promotion is currently ongoing.

SOCIAL: Nancy Evoy will be the new social representative. Things are working well. We may need a new kettle. Louise has agreed to donate a kettle to the guild.

WEBSITE: Marlene sent regrets, no updates

## UNFINISHED BUSINESS:

Lanark History project: The 30<sup>th</sup> anniversary of our guild is in Sept. Currently we are editing for the final version. It was suggested that we should look at having a committee that will do events over the course of next year.

Projector: specs/cost benefit. Two suppliers from Ottawa will give us a quote for renting vs Ottawa Audio visual rentals, and Ottawa special events. These costs will be presented at a future meeting.

NEW BUSINESS: Discussion was done around advertising on the guild newsletter. We should look at other guilds' newsletter and come up with a proposal. Marlene is currently looking at the potential for ads on the website. This will be put on the May agenda.

Discussion around other local sewing groups that are outside of guild that also do charity items. Marilyn L will actively research the groups and put together a list.

## ANNOUNCEMENTS:

Lanark Lifestyle “thank you” quilt show is scheduled for this Friday. Nijole will give an overview of our guild followed by a show and tell. Management team is asked to bring quilt items for the show.

A motion was put forward by Moira to close the meeting at 11:56am. It was seconded by Linda, and all were in favour.