

Revisions approved at January 16, 2023 Board Meeting

Chaska Area Quilt Club Policies, Procedures and Traditions

Financial:

Annual dues are \$25 per year except for students, as defined in bylaws. The Membership Chair shall contact (typically via email) members who are more than 30 days late in paying their dues.

Guest fees are \$5 per meeting. If a guest joins later that evening, the \$5 is applied to their membership fee.

Advertising rates in newsletter: 1/8 page \$8; ¼ page, \$15; ½ page \$25; and full page, \$40.

Scholarships may be provided for club functions such as workshops and retreat, if requested by a member incurring financial hardships due to unusual circumstances, if approved by the executive officers. Requests should be made through the president and may not be granted two years in a row.

Reimbursements will not be made without the required financial form and receipts, as described in the Bylaws, except that the treasurer may waive the requirement of the receipt if the reimbursement is a budgeted item under \$50, the receipt has been lost and the treasurer is confident the expenditure was incurred for the benefit of the club. If the reimbursement is to be made to the treasurer, the approval must come from the president.

Use of the proceeds from the summer picnic fundraiser events will be determined by the Board.

Meetings: Club meetings are typically held on a weekday in the second week of the month at a location the board agrees to rent for that purpose. Check in and social time will begin at 6:30 p.m. and the meeting will begin at 7 p.m. Meeting dates and times can be found on our website: cagcinfo@cagc.net

Social meetings: The summer picnic is held in one of the area parks, and may include an auction of “UFO’s” or other related quilting items donated by the members, and a table of other items available for a cash donation.

In December, a holiday party is held (at varying locations). This event may include a block and/or ornament exchange. We also reveal Secret Pals for the past year and present the out-going President with the President’s blocks.

Name tags: New members are encouraged to make a personalized nametag using the Ohio star quilt block, but may choose any design. Members with a personalized nametag receive two tickets for door prizes, rather than one, at any meeting at which door prizes are given out.

Mystery Quilt Night: Occasionally, we will have a mystery quilt offered to members. This is typically not scheduled during a show-year. The Program Committee determines if a Mystery Quilt program will be scheduled.

Secret Pals: Members wishing to participate in Secret Pals will submit their information form, and draw for their Secret Pal, in the first few months of the year. Identities are revealed at the Holiday Party. Guidelines and suggestions for the cost and types of gifts will be provided by the Secret Pal chair.

Comfort Quilts: One meeting each year is scheduled to make comfort quilts but can also be an ongoing project as members continue to make comfort quilts throughout the year. Quilts are given to hospitals,

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nursing homes, shelters, and other families or individuals in need, as identified by the Comfort Quilt Chair(s). Quilt members may also submit requests to the Comfort Quilt Chair(s).

Fall Splendor of Quilts: The club conducts a biennial Fall Splendor of Quilts show, held in even-numbered years. It is usually held the second weekend of October, but can vary from late September to mid-October, depending on other area events. The show includes quilts made by members, a small quilt auctions, a raffle quilt, vendors, and a speaker on quilting techniques and may include demonstrations and workshops. All members are encouraged to submit at least one quilt for the show. The Show Chairs will determine the maximum number of quilts from any one member, based on total participation and space. No quilts will be displayed from non-members, other than those of the featured speaker.

Retreat: The club sponsors an annual retreat in January. Time, place and activities are determined by the Retreat Chair(s).

President's Blocks: Members are each encouraged to make a block of the club logo to give to the outgoing President each year. Directions and requested colors and block size(s) will be provided in the newsletter and at club meetings in the fall.

Block Lotto: Block exchanges and/or drawings will be held according to member interests and volunteers to coordinate these.

New Member Packets: The Membership Chair will provide each new member with a packet of information to include the current membership list, information on accessing the website, instructions on making an Ohio Star nametag, and the copies of the organization's Bylaws and these Policies, Procedure and Traditions. Additional information –such as retreat registration or show information, may be added if timely and appropriate.

Speakers who are members: "A club member (or group of members) who is the main speaker (speakers) will be compensated at her (their) normal speaking rate or a rate negotiated by the Program Chairman (Chairs). The Program Chairman (Chairs) will determine whether to extend a contract to any speaker."
(updated 3/28/22 board meeting)