



# *The Monarch*

## Coastal Prairie Quilt Guild Of Texas

**March 2018**

**Volume 10 Issue 7**

**PRESIDENT'S LETTER: Mark Towle**

**Meetings:**

**Mar 5 10-12n -Board  
Meeting  
Mar 7 Evening Meeting  
6:45-8:30p  
Mar 22- Day/  
Business 10a-12p  
Meetings held  
First United Methodist  
3900 Lexington Blvd,  
Missouri City, TX**

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CPQG Members,

Helen Wilems health continues to improve. Thanks to everyone that has been praying for her. Please continue to pray for her continued recovery.

Nancie Roach resigned from the board for personal reasons. We are looking for a replacement Workshops Chair Elect (2018-2019 Workshops Chair). Nominations are now open. If you are interested we would like you to be nominated. If you know someone that might be interested, talk to them and nominate them for the position. We will vote for a Workshops Elect at the March business meeting.

The countdown continues: 7 months to the quilt show. Do you have ideas for a show quilt? The deadline for entry forms for your quilts is July 19. I challenge everyone to enter a quilt in the show. We love to see your quilts.

The updated By-Laws are included in this newsletter. Please take some time to review the By-Law changes. We will be voting to approve them at the April business (day) meeting.

Have a wonderful month!!!

Mark



## Programs by Gwen Goldsberry

The following is information on our Presenters for March. I think we are in for a treat. Put these dates on your list now and come join us welcome these two quilters.

**March 7<sup>th</sup>:** Jackie Hillman, a native Texan, made her first quilt at the age of 16 but did not become an avid quilter until the mid- 90's while living in Kuwait. Although her three children are grown and on their own, finding time to quilt has been a challenge since she worked full time as a speech-language pathologist in the public schools until retiring 2 years ago. Jackie lives with her husband of 20 years in the country NW of Hempstead, TX and is frequently inspired by her surroundings. She has been teaching workshops at her guild's quilt retreats, local quilt shops and other guilds. Jackie began entering quilt shows in 2009 and has won numerous awards including NQA Judge's Recognition Award in June of 2012, best of show at the 2013 and 2014 Houston Livestock Show and Rodeo as well as Best of Division in 2015. She recently won second place in the Keepsake Quilting Flying Geese Challenge and had two quilts accepted into the 2017 IQA Show in Houston. Jackie is designing her own quilt patterns under the name of her company, Two Creeks Quilts. One of her patterns is featured in an article in the July 2013 issue of American Quilter Magazine. [twocreeksquilts@mssblue.net](mailto:twocreeksquilts@mssblue.net),

**March 15<sup>th</sup>:** Leslie Tucker Jenson is an artist who makes contemporary quilts. Surface design using dye and paint are integral components of her work and photography frequently informs her designs, literally or by way of inspiration. She has been a guest on The Quilt Show, Quilting Arts TV, Fresh Quilting, and more. Leslie's work has been the recipient of numerous awards and has been featured in publications including Quilting Arts, Modern Quilts Unlimited, and Where Women Create: Quilters, as well as a number of other books. Her work has been shown internationally and is part of corporate and private collections and she is a fabric designer for RJR fabrics. Outside of her studio Leslie loves to travel, cook, garden, and paint. She is a happy member of a rather eccentric family of artists and nerds. What could be better?! <http://leslietuckerjenson.com/>; <http://leslietuckerjenson.blogspot.com>

## Membership by Pam Biswas

We welcome our new member, Cheryl Lee, and returning member Chris Matern. Please introduce yourselves to them when you see them at future meetings. If you have any questions please contact me, any officer or any committee chair. We hope you find many fun activities to participate in.

Also, please welcome Beverley Baumann.

## Volume 10 Issue 7

### Community Service by Sakeenah Mubashsh

#### Community Service by Sakeenah Mubashshir

Greeting Guild Members... If your brain is working like mine, your thoughts are geared more to what you would like to exhibit in the 2018 CPQGTX Quilt Show, instead of... However, notwithstanding the Show, we are still making a push to continue the charity work. March 1<sup>st</sup> is mid-way the 2017/2018 Guild Year, thus I thought I would provide a report of how great our charity work is progressing.

**Donations: Quilts of Valor – 9 quilts; FB Women’s Center – 50 quilts, 41 blankets, 21 pillowcases, 4 pillows; Quilts for Kids – 24 quilts; FUMC – 82 scarves, 51 hats; VA Hospital/VA Initiative – 35 quilts, 215 hats, 245 rolls of toilet paper, 75 pieces of candy; Sugar Land Animal Services – 101 pet beds. In addition, we have collected 450 pillowcases for Lone Star Santas.**

Please note that the Donations report is based on receipts received as of this writing. As you can see we have been very busy doing charity work and it’s very much appreciated.

Thanks so much to the following members who helped with quilting, sewing, and crocheting over the past months:

Cathy Price	Linda Payonk	Debbie Penalber	Jane Kress
Grace Clarke	Chris Ginkens	Pat Martin	Carol Ann Barley
Darleen Patin	Linda Towle		

Special thanks goes out to Sherri Stringfield and Barbara Young for coming to my home to cut batting for making quilt kits ready for quilting.

Community Service truly appreciates the hard work that all members are doing for the Guild.

#### HOBBS UPC Labels

**REMINDER, we continue to collect Hobbs UPC Labels. The UPC label provides a discount to the Guild when purchasing batting from the Manufacturer. If you are purchasing Hobbs Batting for your quilting, PLEASE recycle the bags by turning them in to Community Service at the Guild Meetings.**

## ***Quilts of Valor by Barbara Young***

### **Quilts of Valor**

Four completed tops were turned in at the sew-in. If you missed the sew-in you missed a real treat, fresh apple cake!

Our next sew-in is scheduled for Saturday, March 24<sup>th</sup> from 10 AM until 2:30. Please come and join us for a day of great fellowship and fun.

Many thanks to the following for their donation to QOV:

Sandi Winston  
Barbara Young  
Betty Stone  
Barbara Penning  
Pauline Manes

Joan Bell  
Garri Butler  
Carol Kettlewell  
Julie Dayton  
Grace Clarke

Barbara Wall  
Liz Narcisse  
Elizabeth Barrow  
Rebecca Trevino

Kay Paul

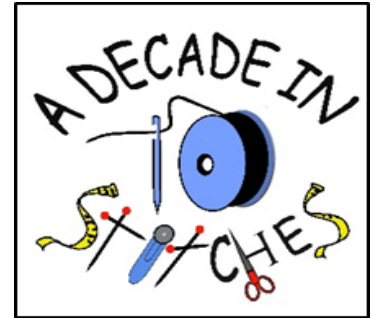


QUILT SHOW NEWS by Barb Wall

**QUILT SHOW: “A Decade in Stitches”**

The quilt show needs your help! OK, it's 6 months till the show and y'all knew this was coming. Now this is besides those fantastic quilts

you're making as entries!



**Raffle Baskets:** Donate a single item, or get together with friends and make up an entire basket of goodies. Fat quarters or fabric yardage, gift cards and quilting supplies, would all be great basket

additions, but baskets do not have to be sewing or quilting related. Show goers buy tickets, then put them in their favorite basket(s). Winners are drawn near the end of the show. Rita Evans and Peggy Johnson will be happy to take your donations.

**Live Auction:** Kay Paul is looking for 12-15 quilts special quilts to showcase at our first ever guild live auction, which will be held on Saturday, during the show. There are no size or theme restrictions, just something nice that might start a bidding war. Please let Kay know ahead of time if you're planning to make something for the auction.

**Onsite Quilt Sale:** We need all sizes and shapes of quilts, including table runners, wall hangings, etc. to sell at our booth. Sally Staner is all ready for items, and you can give them to her anytime.

**Volunteer:** Over the next few months, there will be sign-up sheets to help with everything from quilt take in to show take down. We need all hands on deck to make our show a success.

***Retreat by Sally Steiner***

The Spring Retreat will be at Jordan Ranch from Sunday evening through Thursday morning, April 22 - 26, 2018 or you may come Monday through Thursday. Cost is \$300 if you come Sunday evening or \$275 if you come Monday. Meals include Monday dinner, brunch and dinner on Tuesday and Wednesday, and breakfast on Thursday. Activities include Trading Dice Game, shopping at local quilt shops, hot tub and or swimming and of course lots of quilting. Registration is open until April 18, 2018. You can contact Sally Staner for details at [sjstaner@gmail.com](mailto:sjstaner@gmail.com) if you have questions.

**BIRTHDAYS/MEMBERSHIP**

Sherri Stringfield March 1 Brenda Neleigh March 19

Diane Fronefield March 4 Helen Utay March 19

Auian Lynette Ward March 5 Suzanne Goubeaud March 22

Connie R Galloway March 12

Michelle Starbuck March 16

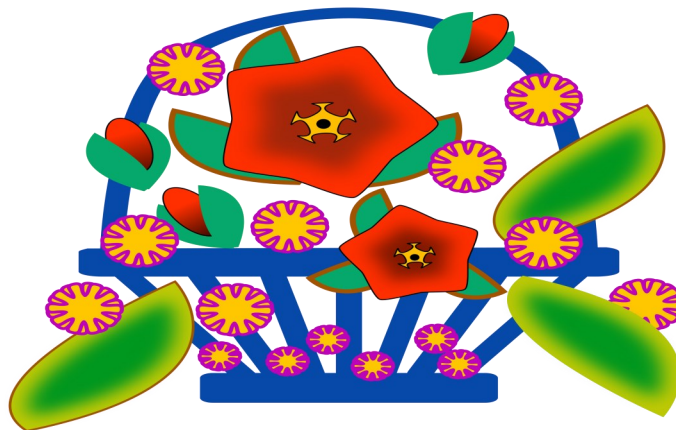


## Basket Raffle

Hey Guild Members! The Basket Raffle committee has come up with a few “Guild” basket ideas. This would allow you participation without funding an entire basket by yourself...1. Gift Card Basket- any amount to anywhere...Target, Walmart, Kroger, Jo-Ann Fabric, Quilt Stores, Starbucks, to any store you prefer...2. A Basket of Blues and Whites/Beige- fat quarters and I think there are a couple of Blue and White quilt books out there ...3. Modern Quilt Basket-KONA solids only (fat quarters), and maybe a modern quilt book also. 4. Longarm Gift Card Basket- gift cards from longarmers (for example, a discount off the total price of quilting, no charge for the thread, no charge for the batting)... if any longarmer would like to participate in this please let us know. 5. Of course a donation of money would be accepted to purchase fill up basket items as well. **Please note all fabric has to be quilt shop quality fabric.**

All of you and our Bees have been wonderful in the past donating to the basket raffle. Guests are always so excited when they see them!!! We always have such an assortment! I will have a list of ideas for baskets if you need help for individual baskets. Thank you all for participating.

Peggy Johnson, Rita Evans, Allison Etzler





## **REPRESENTATIVE AT LARGE SHERRI STRINGFIELD**

I want to send a very big thank-you to Peggy Johnson and Katherine Onstott for managing our booth at Junk Hippy at the FB Fairgrounds on Feb 10. They were real troopers and made that event a success!! We will be planning to go again on July 14 and will need some volunteers for that, so please contact me if you are interested in participating in that event- it will be important in getting the word out about our show!

Remember to please read the recommended changes to the By-laws... changes to the Standing Rules will be coming soon as well. We plan to vote on the By-laws in April.

Also, if you have a suggestion, comment, or whatever, please contact me so I can bring it up before the Board.



### **Financials by Diane Hickey**

November  
Income \$0.00  
Expense \$307.49  
Checking \$12,971.22  
Saving \$20,061.05

December  
Income \$1,732.79  
Expense \$1,669.74  
Checking \$13,034.27  
Saving \$20,061.53

January  
Income \$6,302.89  
Expense \$9,139.79  
Checking \$10,197.37  
Saving \$20,062.07

Quilt Show  
Income \$4,005.00  
Expense \$9,699.36



## Current Bees

<p><b>BEGINNER BEE    <i>RSVP BEE</i></b>  Every Monday and Wednesday  11:00-3:00    bring lunch  Liz Narcisse  832 343 6523  <a href="mailto:Beulah.narcisse@gmail.com">Beulah.narcisse@gmail.com</a></p> <p>Sharps Town Community Cntr  6600 Harbor Town Dr.  Houston, TX 77036</p>	<p><b>ELECTRIC QUILT</b>  2<sup>nd</sup> and 4<sup>th</sup> Wednesday  9:30-noon  Nancie Roach  713 771 6762    c. 832 483 8544  <a href="mailto:nancie.roach@gmail.com">nancie.roach@gmail.com</a>  Bayland Park Center  6400 Bissonnet  Houston, TX 77074</p>	<p><b>SUGAR LAND BEE</b>  Every Tuesday  10:00-2:00    bring lunch  Barbara Baxter  281 242 5403  <a href="mailto:twobs@comcast.net">twobs@comcast.net</a>  Keegan's Wood Community Cntr  9600 Keegan's Wood Drive  Houston, TX 77083</p>
<p><b>PECAN GROVE QUILTERS</b>  Every Wednesday  10:00-2:00    bring lunch  Judy Wolter  270 498 3633  <a href="mailto:jmwolter@yahoo.com">jmwolter@yahoo.com</a></p> <p>Joy Lutheran Church  717 FM 359  Richmond, TX 77406</p>		<p><b>BAYLAND QUILT TOPPERS</b>  Every Friday, except 3<sup>rd</sup> Friday  9:00-1:00  Nancie Roach  713 771 6762    c. 832 483 8544  <a href="mailto:nancie.roach@gmail.com">nancie.roach@gmail.com</a>  Bayland Park Center  6400 Bissonnet  Houston, TX 77074</p>
<p><b>MATERIAL GIRLS CLOTH DOLL CLUB</b>  3<sup>rd</sup> Saturday  Nancie Roach  713 771 6762 c.732 483 8544  <a href="mailto:nancie.roach@gmail.com">nancie.roach@gmail.com</a></p> <p>Quilt Works  9431 Jones Road  Houston, TX 77065</p>		<p><b>BEE BALLERINAS – <i>RSVP BEE</i></b>  Every Monday  4:00-9:00 bring snacks  Kathy Perry  281 928 4666  <a href="mailto:kperry4390@yahoo.com">kperry4390@yahoo.com</a></p> <p>1231 Deerbrook Drive  (Stonebridge sec of Greatwood)  Sugarland, TX 77479</p>

### **Officers**

President: Mark Towle  
 President-Elect: Rebecca Trevino  
 VP Programs: Gwen Goldsberry  
 Programs Elect: Joan Bell  
 Workshops: Kay Paul  
 Workshops Elect: Nancie Roach  
 Secretary: Cathy Price  
 Treasurer: Diane Hickey  
 Membership: Pam Biswas  
 Rep at large/Parliamentarian: Sherry Stringfield  
 Editor/Advertising: Diane Aleman

### **Important EMAIL Addresses**

[Editor-cpqgtx@gmail.com](mailto:Editor-cpqgtx@gmail.com)  
[president@cpqgtx.com](mailto:president@cpqgtx.com)  
[webmaster@cpqgtx.org](mailto:webmaster@cpqgtx.org)  
[membership@cpqgtx.org](mailto:membership@cpqgtx.org)

### **Committee Chairs**

Activities:  
 Bee Coordinator: Penny Hurst  
 Community Service: Sakeenah Mubashshir  
 Bo's Place: Katherine Onstott  
 Fort Bend Women's Shelter:  
     Sakeenah Mubashshir  
 Lone Star Santa: Pauline Manes  
 Project Linus: Jennifer Pazicni  
 Quilts for Kids: Barbara Young  
 Quilts of Valor: Barbara Baxter  
 VA Hospital/VA Initiatives:  
     Gwen Goldsberry  
 Donation Quilt: Diane Hickey  
 2018 Donation Quilt: Katherine Onstott  
 Quilt Show: Barbara Wall  
 Hospitality: Peggy Johnson, Rita Evans  
 Webmaster: Jennifer Pazicni  
 Library: Linda Towle

**The Monarch** is published monthly by the Coastal Prairie Quilt Guild of Texas. It is distributed, via e-mail, free to members. We are always looking for news items, articles, and suggestions. Inclusion subject to space availability.

Articles *must* be received by the Monday following the Thursday morning meeting for inclusion in the next month's newsletter. Send articles to [cpqgtx@gmail.com](mailto:cpqgtx@gmail.com)

If you do not have e-mail capability, legibly written information will be accepted by the deadline.

According to the CPQG By-laws, if you need a printed copy of the newsletter, please notify the editor.

A fee applies to all printed copies of **The Monarch**.

## Minutes of the February 15, 2018 General Meeting of the Coastal Prairie Quilt Guild

The meeting was called to order by Mark Towle, President, at 10:00 am at the First United Methodist Church (FUMC) of Missouri City.

Mark Towle, president, welcomed members, guests, and visitors to the meeting.

The minutes for the January 18, 2017 business meeting were approved as published in the newsletter.

The Treasurer's report for January was not published in the newsletter, and cannot be approved.

There is one new member today and one returning member; there are currently 117 members presently. Three visitors were welcomed by the Guild members present.

### **Announcements:**

#### Mark Towle:

This year's By-Laws Review Committee report and recommended changes have been approved by the Board with minor updates. These proposed By-Laws did not get published in the February newsletter. They will be published in the March and April newsletters for membership review and discussion. The changes will be voted on by the membership at the April 19, 2018 business meeting.

A volunteer to head up the 2018 Shop Hop in June did not come forward so there is no Shop Hop scheduled this year.

#### Pauline Manes:

Anniversary commemorative items – Pauline reported that she has several shirts, bags and the separate embroidery logo in the activity room for everyone to look at. She had poor response for the shirts at the previous meeting. Denim was the preferred, but not many of these were indicated for order. She will bring this before the Board for a decision. She has prepared a detailed listing sheet of the items with the expected cost, price breaks, and sizes available. Everyone should take a sheet and indicate which items and how many items they are interested in purchasing. The sheet has a place to sign at the bottom. When ready to order the items, Pauline will collect information on sizes, and the money for these orders will be collected. Please drop by the activity room to look at the proposed anniversary items.

#### Barb Wall:

Helen Wilems is in the hospital in Katy and is not doing well. Her family is asking that no text or calls be made to Helen at this time. Cards and prayers for Helen's recovery are welcome.

Barb will try to keep everyone informed on Helen's progress.

#### Mark Towle:

Mark read the Thank You card from FUMC for the donation of hats and scarves that were donated by the church to the Seafarers Church. FUMC was able to send 126 boxes of these items to the Seafarers. This charity will be supported next year also, so please continue to support this cause with additional hats and scarves.

Nancie Roach has resigned as Workshop Chair-elect and a nominee is needed to fill this position. Anyone interested should contact Mark.

Lisa Patterson has volunteered to manage the used magazine for donations project since Debbie Garner has been out due to Harvey.

**Reports:**

**President-Elect:** Rebecca Trevino reported that she would like information from members about any local newsletters and on-line neighborhood posts they may be aware of so she can advertise the Quilt Show and the Guild monthly meetings in these.

**Programs:** Gwen Goldsberry announced that the April presenter, Janie Alonzo has cancelled. The replacement presenter for the meeting on that day will be the Houston Modern Quilt Guild (HMQG) and there will be a trunk show. The presenter for the August 1<sup>st</sup> meeting, Cynthia Regone, has cancelled due to family illness. The Board Trunk show (cancelled last September due to Harvey) will be held at the August 1<sup>st</sup> meeting. This will be a trunk show with dinner.

The March 7<sup>th</sup> program will be Jackie Hillman on "Break Out that Box of Crayons".

The March 15<sup>th</sup> program will be Leslie Jenison on "The Journey is the Destination".

**Workshops:** Kay Paul announced that the workshop on the 10<sup>th</sup> was nice and well attended. Cynthia England donated an autographed copy of one of her most recent books to our Library.

The March workshop will be Leslie Jenison and a technique called Sheer Bliss using sheer fabric to create a block. Signup sheet is in the activity room.

The April workshop will be presented by the HMQG and is free. The subject is "Interweaving". There will be kit fee. The Guild will buy the materials for the kit and those attending can purchase this. There will be a limit of 20 members for the class. Signup sheet is in the activity room.

**Secretary:** Cathy Price

No Report

**Treasurer:** Diane Hickey reported that expenses since Sept 1<sup>st</sup> have been \$9139.79; income has been \$6302.89. These totals include quilt show totals for this fiscal year. Mark noted that the reports will be in the newsletter as soon as possible.

**Representative-at-Large:** Sherri Stringfield reported that they sold \$209 worth of donation quilt tickets at the Junk Hippie event on February 10<sup>th</sup> at the FB County fairgrounds. The weather was bad, but they did well; she will ask the Board to approve the Junk Hippie July date. The purpose of the attendance at this event was to promote membership in the Guild, sell donation quilt tickets, and pass out the Save the Date Cards for this year's Quilt Show. The volunteers that manned the booth were thanked for attending this event.

**Editor:** Diane Aleman

Absent

**Retreat:** Sally Staner reported that signup for the April 21<sup>st</sup> – 26<sup>th</sup> retreat has begun. The retreat will be at Jordan Ranch again. The cost this year is \$300/person double occupancy.

Also, Sally will be coordinating the quilt sale at the 2018 Quilt show in September. She will be accepting the donation quilts, bags, wall hangings, table runners. Anything that can be sold will be considered.

**2018 Quilt Show Committee:** Barb Wall reported the Judging criteria were published in the newsletter.

She also noted that Holiday quilts typically sell well. She encouraged everyone to enter a quilt or two. There are five challenges and these are fun events. The small team is meeting next week. The large team will be meeting in April. Additional details will be in the newsletter.

Kay Paul will be coordinating the live auction. Anyone who would like to donate quilts for the auction or sale should coordinate through Kay or Sally. There are a max number of quilts for the auction, but no limit to the number or size for the sale. Bags, table runners, etc. can be in the sale.

Sherri Stringfield noted that mini quilts sell well. She also noted that the quilt show Program advertising sale form will be on the website by March 1<sup>st</sup>.

Everyone was reminded that the show is our major fundraiser. As a 501(c)(3) organization, our fundraising is limited, so support of the show is critical.

**Community Service:** Sakeenah Mubashshir reminded everyone that February 15<sup>th</sup> sew-in has been cancelled. She has many kits in the breakroom for those interested in working on these projects at home.

Gwen noted that she helped distribute over 400 valentines and candies to patients at the VA. She also had hats made by the Guild members available and those were handed out. She thanked everyone who has worked on the VA projects.

She noted that the veterans really appreciate the hats, quilts, and other items donated by the Guild.

**Librarian:** Linda Towle announced that she has some of the books with a publication date that before 2002 (< 15 years) in the activity room. These can be taken home by members for a donation. It is a different set of books than were at the night meetin

There were no February birthdays for the members present. The new member was given a door prize.

Door prizes were awarded to the winners of the random drawing.

Show and Share was presented.

Barbara Bell from the Veterans Administration Voluntary Services Program made a presentation about the many services that are supported by her group at the VA.

The meeting adjourned at 11:34 am.

Respectfully submitted by Cathy Price, Secretary Coastal Prairie Quilt Guild

## **Coastal Prairie Quilt Guild Minutes of the January 3<sup>rd</sup>, 2018 Board Meeting**

The meeting was called to order by Mark Towle, President at 3:07 pm at the Spring Creek Barbeque Sugar Land location.

Board Members in attendance: Mark Towle, Rebecca Trevino, Cathy Price, Nancie Roach, Kay Paul, Joan Bell, Diane Aleman, Gwen Goldsberry, Pam Biswas, and Sherri Stringfield. A quorum was present. Committee Members in attendance: Barb Wall, Sakeenah Mubashshir, and Pauline Manes.

The Minutes of the December 4, 2017 Board meeting were approved as presented.

The Treasurer's Report from October 2017 and November 2017 and December 2017 still have open questions. Approval will be deferred until Mark can get clarification from Diane Hickey. It was noted that the IRS reports need to be prepared and filed. Mark Towle and Pauline Manes will help Diane with this.

### **Discussion Points:**

#### **Anniversary Items**

Pauline Manes will be taking over the ordering of these items. She presented the Board with several shirts that could be used for the logoed shirt for the Guild members. She also had a bag sample for the Board to look at. Pauline has also ordered a woven patch that would feature the logo. Kay Paul made the motion that the shirts be presented to the Guild members at the Evening and Day meetings to see which shirts are acceptable. Diane Aleman seconded this motion. The Board approved this motion.

#### **By-Laws Review**

The group reviewed the By-Laws revision version 2017.1.C received from the By-Law review committee. The summary of changes listed on page 13 and 14 was discussed.

A further change to Article VII, section 1.4 to remove sentence #2 was noted. An additional change to Article VII, section 4.1 and 4.2 wording to make the election information clearer was noted. There are two misspelled words in the document also. Nancie Roach made the motion that revision version 2017.1.C be accepted with the two additional wording changes and spellings corrected as noted by the Board. Rebecca Trevino seconded the motion. The Board voted to accept the motion. The document will be updated by Sherri Stringfield and will be published in the February and March newsletters for membership review. Discussion of any comments, concerned, etc. will be held at each of the meetings post publication. A voted on acceptance of these revisions will be held in April. The group present also noted that the Standing Rules will need changes after the By-Laws are approved.

#### **Shop Hop Coordinator**

This position remains unfilled. Volunteers will be solicited at the meetings until the 31<sup>st</sup> of January.

#### **2017-2018 Budget**

Mark is waiting for a printed copy of the approved budget to be provided by the Treasurer so that the membership can review and approve this. It needs to be ready for presentation at the January 18<sup>th</sup> Business meeting.

#### **Board and Committee Reports**

**President-elect:** Rebecca Trevino

No Report

Janie Alonzo has cancelled her presentation and workshop on April 19<sup>th</sup> so she can attend the Paducah Quilt Show. The Board was concerned that this presenter accepted the timeframe last year, but has cancelled at this time. It was suggested that this be noted in the Program Chair documentation for future reference so that this cancellation is noted for future bookings. Gwen noted that it would be helpful to have some follow-up documentation for each presenter as to how well they did and would they be recommended in the future. Sherri Stringfield made a motion that there be a quick survey or follow-up after each workshop so that future program chairs have documentation of how a presenter was reviewed by the attendees. Pam Biswas seconded the motion. The Board approved the motion. Kay Paul and Nancie Roach will work on setting up a survey/follow-up document for each presenter.

Board members recommended that perhaps replacements could be found for the August 1<sup>st</sup> slot since it is 8 months out. For the April 19<sup>th</sup> meeting and workshop, suggestions included a replacement, or perhaps a Tips and Trick with Question and Answer session for the presentation time and a workshop on a topic the membership would find useful. Also suggested was maybe having one of the show judges present a session on quilt judging.

**Program Chair Elect:** Joan Bell noted that she and Nancie Roach will be meeting next week to start planning for next year.

**Workshop Chair:** Kay Paul noted that there are six signed up for the Redwork workshop on the 18<sup>th</sup> of January. There are eleven signed up for the Cynthia England workshop on February 10<sup>th</sup>. Kay has received samples for the March workshop. Kay will not have signup for the March workshop until later.

**Workshop Chair Elect:** Nancie Roach noted she and Joan are working on this. They will be attending the Houston Coalition of Quilt Guild meeting on the 8<sup>th</sup> to see if they can coordinate presenter with other Guilds.

**Secretary:** Cathy Price

No Report

**Treasurer:** Diane Hickey

Absent

**Representative-at-Large:** Sherri Stringfield reported that she is not sure her Guild email is working. She has not heard from Jen Pazicni. Sherri is asking for fat quarters for door prizes; she has patterns and books. Sherri reported that she prepares one Door prize for each of 10 members present at each of the evening and day meetings.

**Newsletter Editor:** Diane Aleman noted that she will have the newsletter out by Friday of this week. She would like reportable items to her by the 21<sup>st</sup> if possible, the 24<sup>th</sup> at the latest so it can be ready by the last day of the month.

**Community Service:** Sakeenah Mubashshir

No Report

**Quilt Show 2018:** Barb Wall reported that small team meetings are being held. Kay Turner will not be doing the live auction; Kay Paul will be doing this. Barb is still planning to have an inventory of the show items at the storage locker done. She will let the show committee chairs know when this is planned. Sally Staner will be the person collecting the quilts to be sold at the show. The donor can decide if donating for the auction or the sale, but 12 -15 items will be the maximum number of quilts for the auction. Kay Paul will be checking with the Bees that are planning to donate the quilts so that the sizes of the quilts can be coordinated. Barb noted that donations for vendor snacks and raffle baskets will be needed also.



**Retreat:** Mark Towle noted that the deposit for the April retreat has been made.

**Guild Library:** Linda Towle reported that about 50% of the library is older than 15 years. She will prepare a listing of these books. The membership can then review the listing and be prepared to make a donation for the books they are interested in having. Diane noted this could be published in the newsletter.

Sherri Stringfield made a motion that the books to be purged be made available to the membership. Any funds collected by donations will be designated for the Library fund to purchase newer books. Nancie Roach seconded this motion. The Board voted to approve this motion.

There being no other business to come before the Board, the meeting was adjourned at 4:52 pm.

Respectfully submitted,  
Cathy Price, Secretary  
Coastal Prairie Quilt Guild

## ARTICLE I – Name

### Section 1

The name of this organization shall be the Coastal Prairie Quilt Guild of Texas, hereinafter Guild.

## ARTICLE II – Purpose

### Section 1

The Guild is organized and will be operated primarily for educational purposes with the meaning of Section 501 (c) (3) of the Internal Revenue Code or the corresponding provision or provisions of any subsequent United States revenue law.

### Section 2

The purpose of this Guild shall be to preserve the heritage of quilting, to promote the knowledge and understanding of all aspects of quilting, and to provide opportunities of continuing education among those interested in the art of quilting.

### Section 3

To increase knowledge of traditional and contemporary techniques of quilting and to provide an encouraging environment in which quilters can practice and exchange ideas.

### Section 4

To serve the community through charitable activities involving quilting.

## ARTICLE III – Non-Profit

### Section 1

The Guild shall be a non-profit organization. No part of its earnings shall be used to the benefit of any member but shall be used solely for the purpose of the organization.

### Section 2

All officers and board members shall be unpaid volunteers and no profit shall accrue to them.

However, reimbursement for expenditures made or reasonable compensation for services rendered shall not be deemed to be distribution of income or principal as designated in the Articles of Incorporation.

### Section 3

The fiscal year of the Guild shall be from September 1 through August 31.



## ARTICLE IV – Membership

### Section 1

Membership status shall be conferred upon receipt of a completed application and payment of organizational dues. Any member who has paid current annual dues shall be a member in good standing.

### Section 2

The Guild shall have three classes of members. The designation of such classes and the qualification of the members of such classes shall be as follows:

1. Active Member: An active member shall be an individual 18 years of age or older who has an interest in quilts.
2. Junior Member: A junior member shall be an individual 13 to 17 years of age who is sponsored by an adult member and who has an interest in quilts.

Business Member: A business membership is to be held in the name of the business and shall not be representative of any individual person.

### Section 3

The amount of annual dues shall be determined by the recommendation of a majority vote of the Board of Directors and shall be subject to a vote of the members at a regular business meeting. Annual dues shall be due each year on September 1. Dues for new members (new members are those who have never been a member previously) joining after March 31, shall be reduced.

### Section 4

Membership in this Guild is not transferable or assignable. Dues are not refundable.

## Section 5

Members who have not renewed their memberships yearly on or before September 30 shall be automatically dropped from membership in the Guild with their voting rights suspended.

## Section 6

The Board of Directors, after an appropriate hearing, may suspend or expel any member for cause, after a two-thirds vote of all members of the Board.

## Section 7

A person may attend two general meetings of the Guild as a guest before being required to join.





## ARTICLE V – Bill of Rights

### Section 1

1. Active Member: An active member in good standing shall be entitled to one vote on each matter submitted to a vote and shall be allowed to introduce motions for discussion of any issue placed before the membership for discussion or action by the membership. In addition, active members in good standing have the right to:
  - a. Attend and participate in any regular business, board, or guild meetings.
  - b. Receive an annual Membership Directory which shall include a current copy of the By-Laws and Standing Rules.
  - c. Have access to an electronic copy of the monthly newsletter. This Right may be waived and the member may receive a printed copy if she/he chooses. If the member chooses to receive a printed copy, the cost of making and mailing a copy must be absorbed by the member.
  - d. Participate in organization activities on a priority basis.
  - e. Cast a vote in the election of officers.
  - f. Approve organization activities, policies, by-law amendments, budgets, and activities such as fundraisers.
  - g. Hold office and serve as committee chairmen.
2. Junior Member:
  - a. Junior members in good standing, age 13 to 17, shall have the right to:
    1. Attend regular Guild meetings.
    2. Participate in Show and Tell
    3. Have their names listed in the Directory

4. Attend workshops with their paying sponsor according to the rules stipulated in the Standing Rules.

- b. Junior members may not:

1. Vote
2. Hold Office
3. Participate in/on Committees
4. Attend Retreats

3. Business Member:

- a. A business membership in good standing shall have no voting rights.
- b. Shall have access to the monthly electronic copy of the newsletter.
- c. Shall have the business listed in the Directory in alphabetical order.



## ARTICLE VI - Meetings

### Section 1

Regular business and Board meetings shall be held each month. The meeting time and place shall be set by the Board.

### Section 2

Written notice stating the place, date, and time of the regular business, Board, and all other guild meetings shall be posted no less than 10 days prior to the scheduled meeting.

### Section 3

In the event that any meeting should need to be rescheduled, the place, date and time of these meetings shall be set by the Board. Members shall be notified of the change as soon as possible.

### Section 4

Special meetings may be called by a majority vote of the Board of Directors or right of petition by 20% of members entitled to vote. Members shall receive notice no less than 10 days prior to the meeting.

### Section 5

Two-tenths (20%) of the members entitled to vote at a general meeting shall constitute a quorum at such meeting.

### Section 6.1

The President, if necessary, may call special Board meetings to make a decision about a specific topic. Only the stated topic will be on the agenda for the special called meeting. Board members shall be given prior notice of such meetings.

### Section 6.2

In the event that circumstances do not permit the convening of a special Board meeting, such as in the case of a time sensitive matter, the President may call for a vote of the Board via email, using the following procedure:

The President contacts all voting Board members using Guild-provided email addresses and/or personal email addresses as listed in the most current version of the Membership Directory.

- b. Board members must respond to the original email within 48 hours of the notice being sent.
- a. The vote will only be considered valid if a quorum of the Board members responds within the required time limit.c.
- d. The motion will pass with a simple majority of the respondents.



## ARTICLE VII – Board of Directors

### Section 1

The voting Board of Directors (the Board) consists of ten elected officers: President, President Elect, First Vice President-Programs, Second Vice President-Membership, Secretary, Treasurer, Workshop Chair, Representative-at-Large, Program Chair Elect and Workshop Chair Elect.

1. A majority of Board members shall constitute a quorum for the transaction of business at board meetings.
2. Outgoing Board members shall transition all requirements, information, records and files pertinent to their position to their successors before the September Board meeting each year, one-on-one as required.
3. Board members shall notify the President in advance if they need to miss a Board meeting.
4. The Board of Directors shall meet monthly to plan and coordinate Guild activities. Any major activity decisions shall be brought before the membership for approval.

### Section 2

Duties of Officers are as follows:

1. President
  - a. Presides at Board, regular business, and special called meetings.
  - b. Appoints special committees except the nomination, election and audit committees or any other committee where a conflict of interest may occur.
  - c. Serves as an ex-officio member of all committees except the nomination, election and audit committees or any committee in which there may be a conflict of interest.
  - d. Performs all other duties pertinent to the office.
2. President Elect



- a. Assists the President as needed.
- b. Presides at Board, regular business and special called meetings in the absence of the President.
- c. Moves up to the President position the following year.
- d. Coordinates the end-of-term appreciation gift for the President.
- e. Performs all other duties pertinent to the office.

### 3. First Vice President-Programs

- a. Chairs the Program Committee and is responsible for the current year's programs.
- b. Presides at Board, regular business, and special called meetings in the absence of the President and President Elect.
- c. Secures all information regarding the speaker's visit, including, but not necessarily limited to, transportation needs, arrival time, housing preferences, and lecture topic.
- d. Secures speaker's payment from the Treasurer.
- e. Performs all other duties pertinent to the office.

### 4. The Second Vice President – Membership

- a. Collects dues.
- b. Maintains a current data base for membership.
- c. Submits a current membership roster to the Directory Committee for publication.
- d. Prints nametags for meetings and newsletter labels.
- e. Prepares a current election roster in the event of a ballot election.
- a. Performs the duties of the President in the absence of the President, President Elect, and First Vice f. President.
- g. Performs all other duties pertinent to the office.

### 5. The Secretary

- a. Keeps an accurate record of proceedings of all regular business, Board, and special meetings.
- b. Maintains a file of all official meeting records pertaining to the Guild
- c. Submits the Board minutes for board approval each month.
- d. Publishes the Board and regular business meeting minutes in the newsletter and on the website, if available.
- e. Performs all other duties pertinent to the office.

6. The Treasurer

- a. Receives all monies and deposits same in the bank.
- b. Disburses all monies as authorized by the membership.
- c. Maintains an accurate record of all receipts and disbursements.
- d. Submits a financial statement to be published monthly in the newsletter and approved by the membership at each regular business meeting.
- e. Submits the books for an annual audit.
- f. Chairs the Budget Committee and as such presents the annual budget and mid-term budget report for Board and membership approval.
- g. Files an 802 report with the Texas State Controller's Office listing the officers of the guild, together with the appropriate filing fee, every three years.
- h. Files a 1096 transmittal form with the IRS by February 28 to report all 1099-MISC forms issued to individuals paid over \$600 during the previous calendar year.
- i. Files a 990 form with the IRS by January 31 in any given year in which the guild earns more than \$50,000.
- j. Performs all other duties pertinent to the office.

7. The Workshop Chair

- a. Schedules workshops and may select workshop subject matter if it has not been previously selected.
- b. Collects fees for the workshop and submits a Request for Deposit form with the Treasurer.

- c. Supervises the workshop and acts as an assistant to the teacher. Provides any items requested by the teacher such as a slide projector, design walls, etc.
  - d. Provides nametags and other items needed for participants such as ironing boards and irons, etc.
  - e. Performs all other duties pertinent to the office.
- 8. The Representative-at-Large/ Parliamentarian
  - a. Acts as liaison between the general membership and the Board, presenting membership concerns in an objective manner.
  - b. Performs all duties pertinent to the office of Parliamentarian.
  - c. Conducts door prize drawings.
  - d. Performs all other duties pertinent to the office.
- 9. The Program Chair Elect
  - a. Plans, schedules and contracts speakers and programs for the following year.
  - b. Assists the Program Chair (First Vice President-Programs) when needed.
  - c. Moves up to the First Vice President-Programs position the following year.
  - d. Acts as liaison between speakers in regards to program, contracts, and workshops.
  - e. Performs all other duties pertinent to the office.
- 10. The Workshop Chair Elect
  - a. Chooses workshops, working in conjunction with the Program Chair Elect to coordinate and schedule the following year's workshops.
  - b. Assists the Workshop Chair when needed.
  - c. Moves up to the Workshop Chair position the following year.
  - d. Performs all other duties pertinent to the office.

## Section 3

Method of Nominating Officers is as follows:

1. A Nominating Committee made up of five members, one from the Board of Directors (excluding the president) and four Active Members in good standing, shall be nominated and elected by the membership at the April regular business meeting and may not be eligible to run for office. The Nominating Committee shall:
  - a. Prepare a slate of at least one nominee for each office.
  - b. Publish this slate, together with a brief biography of each nominee, in the June and July newsletters.
  - c. Accept any additional nominations submitted by Guild members prior to the regular July election, provided the nominee has agreed to serve in that capacity.

## Section 4

Method of Electing Officers

1. An Election Committee shall conduct and coordinate the election of officers. The committee shall consist of the Second Vice President and at least one additional Active Member in good standing who is nominated and elected by the membership at the May regular business meeting.
2. Election of officers shall be by written ballot only if there is more than one candidate running for any office. If a nominated slate runs unopposed, the election will be by “viva voce” (by voice) at the July regular business meeting.
3. The procedure for election by written ballot is as follows:
  - a. Only those Active Members in good standing shall be eligible to vote at the July regular business meeting.

- b. Members unable to attend this meeting may request an absentee ballot from the Election Committee and return the ballot to the Election Committee by the July regular business meeting.

## Section 5

### Terms of Office

1. Term of office shall be one year, commencing September 1 and terminating August 31 of the next year.
2. Elected Officers may serve no more than two consecutive terms in the same office or four consecutive years on the Board of Directors.
3. Partial terms, appointed or elected, shall not count as a term.
4. Vacancies occurring due to resignation or other reasons within the first six months of term of office shall be announced by the presiding officer at the first regular business meeting following resignation and published in the newsletter. Nominations from the floor and voting shall be conducted at the second regular business meeting following resignation.
5. The Board may approve by vote, at a regular meeting, a substitute to serve in an open position before the new officer is elected by the membership at the second regular business meeting following resignation.
6. The Board shall appoint and approve by vote, at a regular business meeting, a substitute for any vacancy occurring less than 6 months before the close of term.

## Section 6

### Elibility for Board Members

Any Active Member in good standing is eligible to run for office, provided they have not exceeded the term limits for that position.

## ARTICLE VIII – Standing Committees

Standing Committees shall consist of positions or groups that function every year and shall be designated and defined further in the Standing Rules.

## ARTICLE IX – Special Committees

### Section 1

Special Committees are those committees that are required to confirm that the procedures of the Guild continue to meet the standards and requirements of the State of Texas and the Federal Government requirements for a non-profit 501 (c)(3).

### Section 2

Special Committees shall consist of the following groups:

1. Audit Committee

- a. The Audit Committee is made up of three (3) Active Members in good standing nominated from the floor at the two August regular meetings and elected at the August regular business meeting to audit all books of the Treasurer and other funds of the Guild after the fiscal year has closed. All books shall close August 31.
- b. The Audit Committee may call for a professional audit. If no professional audit is called, the committee shall present their report at the October regular business meeting.
- c. No board member may serve on the audit committee.

2. Budget Committee

- a. The Treasurer, President and First Vice President-Programs prepare an annual budget for approval by the membership at a regular business meeting. This proposed budget will be published prior to the meeting at which the general membership vote is taken.

- b. The Board will approve the proposed budget before it is presented to the membership for a vote.

3. By-Laws Committee

- a. The Representative-at-Large/Parliamentarian, one voting member of the Board, and four at-large Active Members in good standing, nominated from the floor and elected by the majority of general members in attendance, shall review the Guild's By-Laws biennially (every two years) to determine any revisions to recommend to the membership.
- b. The By-Laws Committee shall be elected in the January regular business meeting of odd-numbered years and shall have their recommendations to the Board for consideration no later than the May Board meeting.

ARTICLE X – Ad Hoc Committees

Section 1

Any committee which is appointed by the President, or the President's agent, with consensus of the Board, shall be considered Ad Hoc.

Section 2

Such committees shall be appointed for a specific job or duty.

Section 3

At such time as the responsibilities of the committee are fulfilled, to the satisfaction of the Board, the committee shall disband and all members excused.

Section 4



At the end of the term of the Board that appointed it, an Ad Hoc committee shall cease , but may be reappointed at the discretion of the incoming President and Board.



## ARTICLE XI- Parliamentary Authority

The parliamentary authority in all matters not covered by these By-laws shall be the Robert's Rules of Order, Newly Revised. This authority shall be implemented at all regular business, Board, and special meetings of the Guild.

## ARTICLE XII – Amendment of By-Laws

### Section 1

Proposed changes to the Guild's By-Laws shall be presented for Board discussion and approval prior to submission to the membership for approval.

### Section 2

Proposed changes to the By-Laws shall be published in the two newsletters immediately prior to the regular business or special meeting at which the vote is taken.

### Section 3

Discussion of proposed changes to the By-Laws, by the general membership, shall be allowed at two regular business meetings before the vote is taken.

### Section 4

The By-Laws of the Guild may be amended by a majority vote of Guild members present at a regular business or special meeting if a quorum (20%) is present.

### Section 5

Items not covered by the By-Laws shall be determined by the Standing Rules. These rules may be added, amended, or repealed by a majority vote of the Board members when necessary.





## ARTICLE XIII -- Indemnity

### Section 1

To the extent permitted by law, every person who is or was a Board member, employee or committee member of the Guild shall have a right to be indemnified by the Guild against all reasonable action, suit, or proceeding in which she or he may become involved as a party or otherwise by reason of her or his being or having been a Board, employee, or committee member of the Guild.

### Section 2

The Guild releases members storing Guild property or equipment of all financial liability in the case of fire, theft by others, or loss due to other natural disasters.

## ARTICLE XIV – Dissolution

In the event of the liquidation, dissolution or winding up of the Guild, whether voluntary or involuntary, or by operation of law, the property or other assets of the Guild, or any proceeds thereof, shall be distributed to such non-profit organizations, which shall have received notice of exemption from federal income taxes under section 501 (c) (3) of the Code or the corresponding section of any future tax code as the members of the Guild, by majority vote thereof, shall determine; and none of such property, assets or proceeds shall be distributed to, or divided among, any members of the Guild.



**Appendix 1**

**Revision Control**



VER- SION	SECTION	BRIEF DESCRIPTION OF CHANGE	DATE AP- PROVED
2017.1.D	General Revision	a. General cleaning up of Typos and term clarifications	
	Art IV, Sec 6	b. Deleted the requirement to get a majority vote of Active Members for suspension or expulsion of members due to cause.	
	Art VI, Sec 3	c. Changed wording and timing requirements regarding rescheduling of meetings.	
		d. Deleted the notification requirement to include Committee Chairman in the notice for special board meetings	
	Art VI, Sec 6.1	e. Changed wording around transition requirements for outgoing Board members and Board member requirements for a missed Board meeting.	
	Art VII, Sec 1	f. Deleted statement 'Any major activity decisions shall be brought before the membership for approval since not all major decisions are brought before the membership for approval.	
		g. Clarified that election of officers shall be in July (previously Aug.	
		h. Removed complimentary workshop statement from By-laws. Suggest this and workshop fees for Workshop Chair be clarified in Standing Rules.	
	Art VII, Sec 4	i. Deleted Editor as Board Member and change to a Standing Committee Member to remove the term limit restrictions of Board Members, allowing more continuity for Editor position. Renumbered remaining positions. Position and duties for all Standing Committees should be documented in the Standing Rules.	
	Art VII, Sec 7	j. Removed greeting guests from duties (since applied to Hospitality Chair) and added Parliamentarian to title.	

Note: Revision numbering

Year- Represents the year of the last biennial review.

Rev – 0 if no changes from last biennial year, 1, 2, etc for separate revision cycles of changes to the last biennial review.

Version – A,B,C for various revision to the same Rev of the document with different versions. Once the last version is approved, the Version number is published as Version 0.

Only Final Versions need to be maintained in the document with all significant changes described.

