



Courthouse Quilters Guild Newsletter

August 2023

Vol. 35 - 4



Ice Cream Social & SURPRISE

Afternoon Sew-in 11:00am to 4:00 pm

Jacket Club Meeting 4:30 to 5:00 pm

Sew Along Meeting 5:30 to 6:00 pm

Evening Meeting 6:30 to 8:30 pm

Location

Hunterdon County Complex
314 State Route 12, Building 1
Flemington, NJ

Courthouse Quilters President's Letter

President's Letter

Thank you to everyone who came out to sew for the 4H Fair. We had a great group and made some lovely items for the Boutique and Caring Heart Quilts. We even got a few sales during the guild meeting. Special thanks to Janet, Barbara and Mary Ann for coordinating, setting up, and leading the workshop!

Thank you to Donna for always planning our special events and hospitality efforts! The guild potluck was filled with friendship and lots of delicious foods. Thanks to all the members who were able to participate.

At the guild meeting, **we made the decision to cancel the MJ Kinman workshop and lecture for September.** There were not sufficient sign ups to warrant the cost at this time. Anne and Laura have already come up with a new plan, check it out in the program section.

The 4H Fair is approaching quickly. Volunteers are still needed. We will be reviewing the sales process at the August meeting for anyone who has signed up to cover a time slot. If you have made a donation quilt to be sold at the fair as part of our Caring Hearts Quilt Program, please be sure to bring it to the August meeting. Also, consider entering a quilt into the fair quilt show.

Carol Esch is collecting the **Color Collaboration challenge quilts** at the August meeting so that they can be included at the Oaks Mancuso show in September. Please bring in your quilt!

Happy quilting!

Gina

mrkrej@comcast.net

Upcoming Meetings

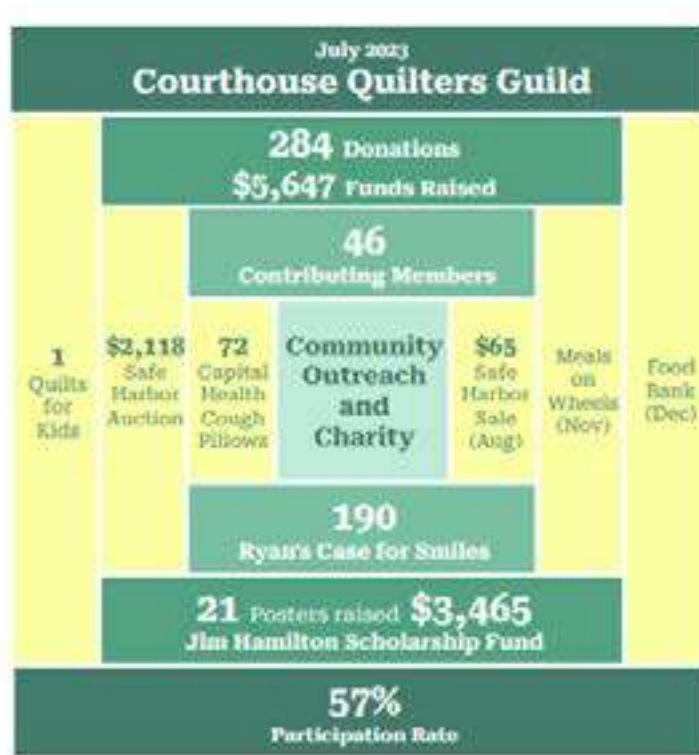
Zoom August Board Meeting (All members welcome)

Time: August 18, 2023 07:00 PM

Guild Meeting at Hunterdon County Complex (Bldg 1)

Time: August 20, 2023 06:30 PM Eastern Time

Community Outreach (Barbara Slaton & Cathie Giambalvo)



- UFO Charity Auction - Check of \$2,150 was delivered to Safe Harbor. Money is earmarked to benefit the children. Safe Harbor is moving and expressed interest in having a quilt to hang in the new space. CHQ will get more information and hopefully create a guild quilt.



- Caring Heart Quilts
 - August Guild Meeting is the last day for quilt donations to be sold at the 4H Fair. Thanks to everyone who has donated quilts, there should be about 30 quilts available for sale.

4H Fair (Barbara Fusco)

Please note that there will be training at the next guild meeting for sales volunteers as we will be accepting Venmo and PayPal methods of payment. Rest assured that this will NOT require any guild members to have these apps on their phones.

Nominating Committee (Joan Lasota)

SEEKING NOMINATIONS - 2ND VICE PRESIDENT/PROGRAM POSITION

The CHQ Nominating Committee is seeking nominations for the position of Second Vice President. The position is a two year appointment whereby the individual functions in the role of Second Vice President in the first year and First Vice President in the second year. This is a great opportunity for a member who has interest in influencing the direction of CHQ workshops and programs! You may nominate yourself or any other guild member by providing names to one of the Nominating Committee members (see below). One of the committee members will reach out to the nominated individual(s) to further explain the role and gauge their level of interest.

The list of interested candidates will be circulated to CHQ members in October of this year and voting will take place during the November, 2023 meeting. Following is a description of the Second Vice President position.

Second Vice President

Assists the First Vice President with selection and organization of CHQ workshops/programs and monthly guild meetings/events. The Second Vice President will be in a training role for the first year, then will move into the First Vice President's role in the second year. The First Vice President (with assistance from the Second Vice President) is responsible for planning and executing creative, informative events, educational workshops/programs for the guild and leading/organizing the guild's speakers/events. Duties include identifying, contacting and scheduling teachers/speakers, preparing/signing contracts and payment, ensuring transportation/hotel considerations (if necessary) are met and setting up/coordinating workshops/programs. The Second Vice President performs the duties of the First Vice President in their absence (Currently, Anne Oswald is our First VP and Laura Kohl is Second VP; Laura will become First VP in 2024; this is an opportunity to work with Laura in 2024).

Nominating Committee

Joan Lasota - jalasota@icloud.com

Alice Marcy - alice.marcy2@gmail.com

Joanne Gardner - joannewyo@comcast.net

Other Member Notes

Color Collaboration Challenge Quilt Exhibit (Carol Esch)

Please bring your Color Collaboration quilts to the August guild meeting for Carol Esch to take to the Mancuso show. As a reminder, each quilt will need a 4" hanging sleeve and a label with the name of the maker on the back of the quilt. Please let Carol know if you do NOT want your quilt in the show.



Classifieds

4H Fair (Barbara Fusco)

Sign up here for Intake, Judging, Hanging, Sales, and Take Down for the 4H Fair August 2023 4H Fair Volunteer Sign Up Please consider volunteering for one or more of these time slots. It takes a lot of members to make this happen successfully. Thanks for all your help.

[4H Fair Sew Sign Up](#)

Don't forget to enter your quilt into the show! Here is a link to the entry form.

Hunterdon County 4-H & Agricultural Fair
(hunterdoncountyfair.com)



CHQ Program News

CHQ August 20th, 2023 PROGRAM

August 20th, 2023

Afternoon Sew-in 11:00 – 4:00 pm

Jacket Club Meetup 4:30 – 5:00 pm
Sew Along Meetup 5:30 – 6:00 pm

Evening Meeting 6:30 – 8:30 p.m.

Ice Cream Social & **SURPRISE**

Location
Hunterdon County Complex,
314 State Route 12, Building 1,
Flemington NJ

<http://www.courthousequilters.org>

Courthouse Quilters Guild August Program

We will host an Afternoon Sew-in for those interested. Bring any project you want to work on and enjoy the day with friends..

For the Evening meeting we will have our..

ANNUAL ICE CREAM SOCIAL

Bring your favorite toppings or treats.
We'll be providing an assortment of ice cream flavors.



Quilted Jacket & Sew Along Meetups Kick-off in August

For those who have signed up to participate in the Quilted Jacket meetup, we'll kick-off our first meeting to discuss how the group will function over the upcoming weeks. As a reminder, this is an open forum group whereby like-minded members will come together sharing tips and tricks on making a quilted jacket.

Program will also be hosting a Sew Along. Participating members will select a quilt pattern that offers up the opportunity to sharpen their skills. Members will help one another with lessons learned, tips and tricks. We found a bunch of fun patterns from [Suzy Quilts](#) that we will choose from OR if you have a pattern that you'd like the group to consider, bring it along.

Meeting times are noted above. For more information, contact Anne Oswald at aoswald827@gmail.com

CHQ September 17th, 2023 PROGRAM

September 17th, 2023

Quilted Jacket Meetup
1:00 – 3:00p.m.

Sew Along Meetup
3:30 – 5:30p.m.

Open Sew-in Hours
1:00 – 5:30 pm

Evening Activities
6:30 – 8:30 p.m.

Location

Hunterdon County Complex,
314 State Route 12, Building 1,
Flemington NJ

<http://www.courthousequilters.org>

Courthouse Quilters Guild September Program

Since we canceled MJ Kinman's workshop, we're planning to have an Open Sew-in for those who want to work on their own projects.

Program will also host the Quilted Jacket and Sew Along meetups.

The Evening will be a fun interactive activity for everyone. Hint... it's all about learning to Sew Happy and Healthy



CHQ October 15th, 2023 PROGRAM

October 15th, 2023

Workshop 11:00 a.m. – 4:00p.m.
Machine Applique by Patty Gertz
Class Limit: 25
Cost: \$15.00 includes Kit

Evening Activities
6:30 – 8:30 p.m.

Lecture

Homage to Harriett Powers
by Mada Galloway & Juanda Gikandi

Location

Hunterdon County Complex,
314 State Route 12, Building 1,
Flemington NJ

<http://www.courthousequilters.org>

Courthouse Quilters Guild October Program

October is our month to celebrate some of our very talented CHQ members.

First up is Patty Gertz who will be teaching us Machine Applique. Explore different methods to machine applique and get different results. Class will cover blanket stitch, raw edge, satin stitch, zig zag, and decorative stitches as well as using invisible thread. See how changing the stitch and thread weight gives you different results. We will use fusible web and freezer paper techniques.



We'll end the day with an interesting lecture and presentation from Mada Galloway and Juanda Gikandi, who are also co-presidents of Princeton Sankofa Stitchers MQG. Mada and Juanda will bring quilts from their special exhibit at Quiltcon, *Paying Homage to Harriet Powers*, and talk about the quilts and the inspiration for the project.



Boutique Buzz

As always, the boutique committee is working tirelessly behind the scenes to make sure we will have lots of great things to sell at our next quilt show. I know it seems far off but in order to have lots of wonderful 'handmade' and 'hand me down' items, we need to stay on top of things.

At each meeting we will have an empty bin near the door for you to drop off any donations of items that you no longer need or want. Each month that you put a donation in the bin, write your name on a slip of paper and put it in the box near the bin. Before the quilt show we will draw some names for prizes. Yeah!

In order to make this a bit more fun we are going to play, "Clean the Clutter". Each month we will focus on cleaning and organizing a different part of our studio. So spend a few minutes or a few hours (that's what it took me!) and go through your sewing space to see what you can live without. Bring whatever you have to the August meeting. It will feel good to purge, plus it will give you space for new things!

Throughout the year we will be showing samples of projects that we feel would be good to sell at the boutique and where to find directions. Whenever something appeals, feel free to make a few for the boutique. If you have ideas that you think will work, please let me know.

Thank you from the entire Boutique Bunch,

Janet Bergman

June Workshop



June Show and Tell



June Show and Tell



June Show and Tell



July Sew for the 4-H Fair



July Show and Tell

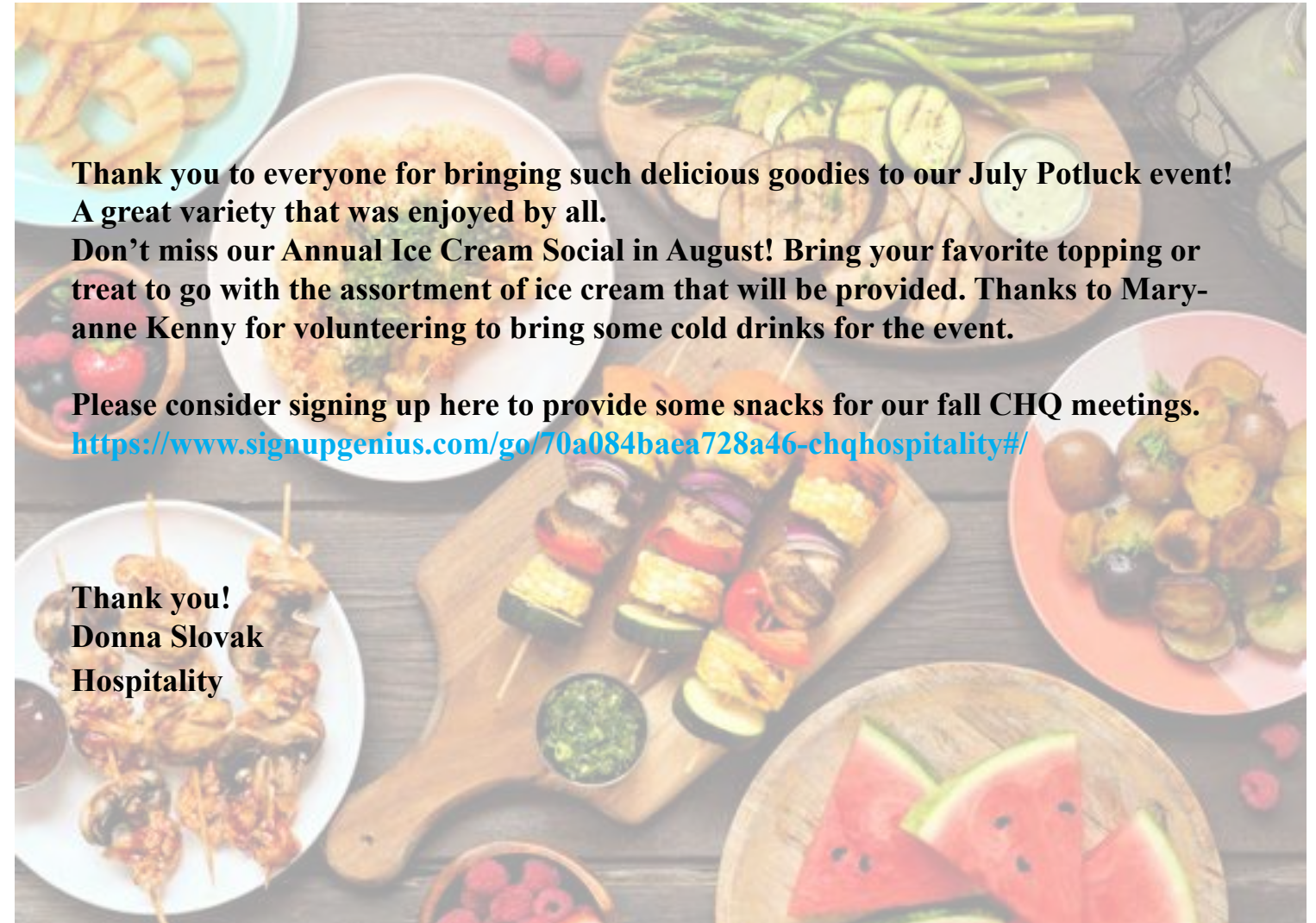


July Show and Tell





Hospitality



Thank you to everyone for bringing such delicious goodies to our July Potluck event! A great variety that was enjoyed by all. Don't miss our Annual Ice Cream Social in August! Bring your favorite topping or treat to go with the assortment of ice cream that will be provided. Thanks to Maryanne Kenny for volunteering to bring some cold drinks for the event.

Please consider signing up here to provide some snacks for our fall CHQ meetings.
<https://www.signupgenius.com/go/70a084baea728a46-chqhospitality#/>

**Thank you!
Donna Slovak
Hospitality**

Sunshine and Shadows

If you know of anyone who could use a little cheering up, please contact the Corresponding Secretary Juliet Leonard. She will send them a card.

Board Meeting Minutes May 2023

CHQ Board Meeting Minutes May 19, 2023

Friday, May 19 · 7:00 – 8:53 PM ZOOM

In Attendance: Gina Krejsa, Anne Oswald, Cathie Giambalvo, Laura Kohl, Barbara Fusco, Lauren Lupica, Lauren Pine, Al Accettola, Dyan Rosario and Patty Gertz.

Gina Krejsa called the meeting to order at 7:03 PM.

April Board Minutes: Anne Oswald made a motion to approve the April minutes, Gina Krejsa seconded the motion. Approved unanimously, ten (10) board members present.

Old Business:

- Suggestion to implement an online membership level for non-local residents. Cathie stated members who did not live locally were not opposed to the \$50 membership fee so we can table this discussion

Cathie Giambalvo amended the motion to discuss a lower membership fee for online members, Gina Krejsa seconded the motion to remove this item from the agenda and the board approved unanimously.

- Tabled for future discussion: a review of show functions from a strategy perspective

Board/Committee Status:

- **President:** Gina Krejsa
 - We moved into the new storage unit and the contract for the old unit has been canceled. We provided information to stowaway to avoid paying insurance through them and there is a new lock on the storage unit with same code
 - The Guild still has an open position for Show this is the only open position.
 - The Calendar has been sent out
- **Treasurer:** Kerry Cogan - Treasurer Report
 - New Insurance policy is effective and paid; old insurance policy has been canceled as of 01MAY2023. (Gina provided an update for Kerry).
- **1st Vice President/Program:** Anne Oswald - Program/Workshop Calendar
 - There is currently not a workshop scheduled for August, but we will ask members if they are interested in having an afternoon sew-in, making a quilted jacket which would be self guided and maybe having a skill builder workshop.
 - We will be offering a challenge on Sunday to see if members want to make butterflies for member swap and for donation to boutique.
- **2nd Vice President/Program:** Laura Kohl

CHQ Board Meeting Minutes May 19, 2023

- Nothing to report.
- **Recording Secretary:** Cheryl Dennis (not present)
 - Nothing to report.
- **Corresponding Secretary:** Juliet Leonard (not present)
 - Nothing to report.
- **Nominating Committee:** Joan Lasota (not present)
 - Nothing to report.
- **4H Fair Committee:** Barbara Fusco
 - Sign up genius has been created, we will have hard copies for members to sign up at the May meeting and it will be published in the newsletter.
 - Cathie has the Sheets that will be used to hang the quilts at the fair. Will need to check with the 4H people if the plastic is available and usable.
- **Charity & Outreach:** Gina gave update for Barbara Slaton
 - UFO auction for May
 - Invitation from Newtown guild to make cough pillows 10 June at Capital health we will have sign up at the meeting on Sunday
- **Circulation:** Lauren Lupica
 - Nothing to report.
- **Bylaws:** Patty Gertz
 - Bylaws give the structure of the organization and outline our legal responsibilities. The Standing rules describe our administrative processes. Standing rules can be changed at any time with majority vote of those present at any meeting.
 - Bylaws decision points:
 - 1) Any revision to a committee's standing rules or procedure must be reported to the board.
 - 2) All Chairpersons are up for renewal at the end of their 2 year term.
 - 3) The guild is required to carry liability insurance for its Directors and Officers.
 - 4) Review of the standing rules and bylaws will occur every 4 years or as needed.
 - 5) Guest admission will be limited to two times and then they need to become a member.
 - Standing Rules decision points:
 - 1) What constitutes a member in good standing, dues paid, selling 20 raffle tickets by time of show acquisition, three

CHQ Board Meeting Minutes May 19, 2023

homemade items for the boutique or 1 quilt donation over a two year period.

- 2) Minors must be accompanied by a parent or guardian at all times at meetings.
- 3) Annual dues are set at \$50 an increase from \$35.
- 4) Library will be deleted as a standing committee, Special events will be rolled into hospitality.
- 5) Raffle quilt sales and construction exist as one committee; they will be separated into two standing committees. This means there will be two chairs each with a vote on the board.
- 6) Boutique is now its own standing committee.
- 7) Each Committee chair should document their activities in the document repository (Google Drive) including any security documentation, such as passwords.
- 8) From a show perspective the boutique was removed from the show subcommittee and made a standing committee. Welcome is now under membership and publicity is under the publicity committee.

- **Historian:** Patty Gertz & Cass Garner
 - Gina's husband will scan for us so we do not need to pay.
 - Cass will bring pictures to the June meeting.
- **Hospitality:** Donna Slovak (not present)
 - Nothing to report
- **Library:** Marianne Hampton (not present)
 - Nothing to report
- **Licensing:** Dyan Rosario
 - Will obtain Gina signature to renew state license for raffle quilt
 - Door prize and Mini quilt license will be obtained next year
- **Membership:** Cathie Giambalvo
 - We got two new members at the last meeting
- **Newsletter & Photographer:** Al Accettola
 - Send information *by Sunday after meeting*
- **Publicity:** Dyan Rosario
 - Sent an article after Shad Fest with pictures to the newspapers.
 - Will do publicity for June meeting
- **Raffle Quilt Construction 2024:** Anne Oswald
 - Nothing to report
- **Raffle Ticket Distribution and Sales Chair:** Penny Armagost (not present
Gina provided update)
 - Quilt has been appraised, information provided for licensing and to the insurance agent.
- **Quilt Show Co-Chairs:** Open
- **Web Presence:** Lauren Pine

CHQ Board Meeting Minutes May 19, 2023

- Gina presented on Website Content. It needs to be right and up to date. Lauren provides content given by members. She may change your format based on the software. Committee chair responsible for providing content. Everyone should look at their section to make sure it is up to date.
- The president will review all content prior to submission to Web presence for accuracy.
- Committee chair creates content sent to the President for accuracy review, then the committee chair sends it to Lauren who will give an estimated completion date. Lauren will let the committee chair know it is done so they can review for accuracy.
- Content should be provided in an easy to read and clear format. When possible, provide content in PDF format.
- We are moving to google work space as a non-profit and it will give us new email addresses and some other options.
- AI will provide pictures from the color challenge to Lauren to put on the website. At the Guild meeting, Gina will let members know if they do not want their pictures on the website, they should notify AI.

New Business

- Nothing to report

Gina Krejsa Moved to Adjourn the Meeting at 8:53 Anne Oswald seconded, meeting adjourned.

Board Meeting Minutes June 2023

CHQ Board Meeting Minutes June 23, 2023

Friday, June 23 · 7:01 – 8:33 PM ZOOM

In Attendance: Gina Krejsa, Anne Oswald, Cathie Giambalvo, Cheryl Dennis, Laura Kohl, Barbara Fusco, Barbara Slaton, Donna Slovak, Penny Armagost, Al Accettola, Dyan Rosario, Patty Gertz, Kerry Cogen, Lysa Martinelli (Non voting) and Cass Garner (Non-voting).

Gina Krejsa called the meeting to order at 7:01 PM.

May Board Minutes: Kerry Cogen made a motion to approve the May minutes, Donna Slovak seconded the motion. Approved unanimously, thirteen (13) board members present.

Old Business:

- Tabled for future discussion: a review of show functions from a strategy perspective

Board/Committee Status:

- **President:** Gina Krejsa
 - Gina will do a training session for board members who can not find the new google drive and use the google workspace. We will run both drives for a period of time to ensure everything has been transferred and is working properly.
 - Gina and Cathie are administrators and can reset passwords. Emails now come to a central email account.
 - Gina Krejsa appointed Lysa Martinelli to the Show Chair position, Dylan Rosario motioned to approve the appointment of Lysa as Show Chair. Penny Armagost seconded the motion. The board approved unanimously.
 - In January Anne Oswald will join Lysa as co-chair.
- **Treasurer:** Kerry Cogan - Treasurer Report
 - The Treasurer's report historically goes from mid month to the second week of next month. Starting June the treasurer's report will represent the entire preceding month.
 - The UFO auction was very successful and a check was written to Safe Harbour.
 - Annual registration for NJ non-profit has been completed.
- **1st Vice President/Program:** Anne Oswald - Program/Workshop Calendar
 - Upcoming workshop will feature butterfly exchange.
 - July workshop will be sew-in for 4 H fair along with the potluck
 - August will be a sew-in and ice cream social along with a surprise.

CHQ Board Meeting Minutes June 23, 2023

- September will be the rescheduled workshop with MJ Kimman. There is a limit of 25 people and we will open to non-members 2 months in advance due to the cost.

- **2nd Vice President/Program:** Laura Kohl
 - Went over prospective speakers for next year with Anne and Gina.
- **Recording Secretary:** Cheryl Dennis
 - Nothing to report.
- **Corresponding Secretary:** Juliet Leonard (not present)
 - Nothing to report.
- **Nominating Committee:** Joan Lasota (not present)
 - Nothing to report.
- **4H Fair Committee:** Barbara Fusco
 - People are signing up on Sign up genius, we will have hard copies for members to sign up at the June meeting.
 - Will have QR codes for paypal and venmo as options for payment.
 - During the fair we will have sign up sheets for emails of people interested in the guild.
- **Charity & Outreach:** Barbara Slaton
 - Safe Harbour check has not been delivered yet waiting on the representative to call with availability.
 - Pillow cases were delivered to Hershey Medical Center.
 - 160 cough pillows were completed for Capital health in joint venture with Newton Quilters and American sewing guild. Another 160 were cut and sewn but not stuffed.
- **Circulation:** Lauren Lupica (not present)
 - Nothing to report.
- **Bylaws:** Patty Gertz and Cass Garner (Patty presented)
 - Standing Committees decision points:
 - 1) Raffle Quilt function stands as three committees: Construction, Sales and Licensing. Since these do not require constant work we should consider them Ad-hoc committees not standing committees. This means they would not have a board position and they would not be voting members of the board.

CHQ Board Meeting Minutes June 23, 2023

- 2) The Nominating committee, Historian, 4H fair and Bylaws would fall in the same category.
- 3) Corresponding secretary could go to another committee Juliet agrees. There was no objection to removing this position. Will speak with Lauren Lupica and Cheryl Dennis about including this in Circulation or recording secretary. Could also consider making this an Ad-hoc committee.
- 4) Historian role should be expanded to Archivist and this would replace historian role and would assist other committee chair with documenting their activities in the google space. This would be a standing committee. No objections.
- 5) Bylaws currently say the immediate past President is a de facto board member. There were no objections to removing this statement.
- 6) As a board member you have a responsibility to help with governance of the guild at large which goes beyond the discrete task of the committees. Since these committees are more project based it is more appropriate for them to be Ad-hoc committees
- 7) No objection to making the proposed standing committees, Ad hoc committees.

Proposed bylaws and standing committee roles will be sent to the board members in the next two weeks to vote on the proposal. Then in next month's meeting it will be sent to the membership to read, then placed in the newsletter or president's letter for two months. Will need $\frac{2}{3}$ of members voting. We can vote by proxy.

- **Historian:** Cass Garner and Patty Gertz (Cass presented)
 - All of the newsletters were scanned and put on google drive.
 - Cass will bring pictures to the August meeting.
 - Will continue to work on sorting financial and legal items that need to be scanned. Also need to organize the quilt show information.
 - Cass will get together with Lysa to share show information.
- **Hospitality:** Donna Slovak
 - Need coverage for Sunday evening meeting. Cathie volunteered
- **Library:** Marianne Hampton (not present)
 - Nothing to report
- **Licensing:** Dyan Rosario

CHQ Board Meeting Minutes June 23, 2023

- Will meet with Gina and Penny on Sunday (25JUN2023) to get the Quilt raffle application sign.
- Will mail check out on Monday (26JUN2023)

- **Membership:** Cathie Giambalvo
 - We got one new member who will be introduced at the next meeting
 - Made new name tags for everyone
 - 37 members at the UFO auction and 4 guests at the last meeting.
 - Will discuss prorating membership when Cathie could be present. Present to Cathie a proposal to prorate membership after 01JUL of each year and adding to standing rules.

- **Newsletter & Photographer:** Al Accettola
 - Nothing to report

- **Publicity:** Dyan Rosario
 - Will do publicity in August for September speaker

- **Raffle Quilt Construction 2024:** Anne Oswald
 - Nothing to report

- **Raffle Ticket Distribution and Sales Chair:** Penny Armagost
 - Will start selling 29SEP2023

- **Quilt Show Chair:** Lysa Martinelli
 - Nothing to report

- **Web Presence:** Lauren Pine (not present)
 - Nothing to report.

New Business

- Nothing to report

Al Accettola Moved to Adjourn the Meeting at 8:33 Penny Argamost seconded, meeting adjourned.

Summary of Proposed Changes

Courthouse Quilters Bylaws and Standing Rules – 2023

Summary of major changes

Bylaws

- 1) The Executive Board has been reduced by one to the following officers:
President, 1st Vice President, 2nd Vice President, Treasurer, Secretary.
The duties of the former Corresponding Secretary will be assigned to the Secretary.
- 2) Standing Committee definitions are moved to the Standing Rules for flexibility. (It is easier to change a standing rule than the bylaws.)
- 3) Only Executive Board Members and Standing Committee Chairs are board members, and have voting rights.
- 4) Ad Hoc Committees can be defined by the board on an as needed, task specific, basis, but are not part of the board.
- 5) Immediate past president no longer will be a member of the board
- 6) Indemnification section includes text that the guild will carry officer liability insurance.
- 7) All committee chairs are up for renewal every 2 years to encourage rotation of service.
- 8) Correction to current document – amendments to the bylaws take 2/3 of total membership.
- 9) As per insurance rules, while children are not normally present, if a member incidentally brings a child to a meeting the child must remain in the care of the parent at all times.

Standing Rules

- 1) Dues increased to 50.00
- 2) For membership in good standing, one quilt donation equals three boutique items.
- 3) As per insurance rules, while children are not normally present, if a member incidentally brings a child to a meeting the child must remain in the care of the parent at all times.
- 4) The Library has been disbanded and is no longer a committee.
- 5) The Special Events committee has been integrated into the Hospitality Committee.
- 6) Archivist is a new committee, integrating Historian and expanding its role.
- 7) Currently the committees are as follows:

Standing Committees will be:

Archivist
Boutique (moved from under Show to its own committee)
Charity/Community Outreach
Circulation
Hospitality and Special Events
Membership
Newsletter

Program

Publicity
Quilt Show
Web Presence

Ad Hoc Committees currently include:

Raffle Quilt Construction (was a standing committee)
Raffle Quilt Sales (was a standing committee)
Licensing (was a standing committee)
Bylaws
4H Fair
Nominating Committee

Proposed Bylaws

Approved ?? 2023

Section 2. Officers will be elected by a majority vote of Current Members attending the November meeting. Officers will take office at the end of the December meeting for a term of two years. President, Treasurer, and Secretary officers are elected in even numbered years. Second vice president is elected every year, because the current Second Vice President moves into the First Vice President position without an election.

Section 3. No Elected Officer shall serve more than two consecutive years in any one position. All Elected Officers shall serve without compensation of any form, with the exception of a single vice president who attends a workshop in official capacity, for whom the workshop fee is waived. Unexpired terms shall be filled to their expiration date through appointment by the Executive Committee, with the approval of the Board, with the exception of the President. If the President is unable to complete the term, the First Vice President shall assume the presidency for the remainder of the term, and the Second Vice President shall assume the duties of the First Vice President. A new Second Vice President will be elected by special election. Fulfilling the remainder of a term in this manner will not disqualify a member from running for a full two-year term for the same office in a subsequent election.

Section 4. These Elected Officers and Chairpersons of Standing Committees serve as the Board. Ad Hoc Committee Chairpersons are not members of the board. Chairperson vacancies on the Board caused by any reason will be filled by a majority vote of the remaining Board members.

Section 5. Duties of Elected Officers (see Standing Rules #3-6.)

Section 6. No person shall hold more than one office, committee chairmanship, or any such combination except as noted in Standing Rules (see Standing Rules #7.)

Section 7. Removal of Officers

The entire Board or any individual Officer may be removed from office with just cause, at any time, if approved by a two-thirds vote of the current membership at a regularly scheduled or duly called meeting. Just cause can be (but is not limited to), misuse of Guild funds, misrepresenting the Guild within the community or not performing his/her duties in a proper or satisfactory manner. Any Officer whose removal has been proposed shall be given the opportunity to be heard before a vote is taken at the meeting considering their removal.

Article VI: Standing Committee Chairpersons

Chairpersons shall be approved or replaced by the President upon the advice and majority vote of the Board and shall become members of the Board.

Section 1. Each Committee Chairperson should follow the guidelines for their committee. These guidelines are passed down to each Committee Chairperson by their predecessors. Committee guidelines may be revised by the Committee Chairperson with approval by the Board, on an as-needed basis. Any revisions to the committee's standing rules or procedures should be reported to the board.

All chairpersons are up for renewal at the end of each two-year term to encourage rotation of service.

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Section 4. These Elected Officers and Chairpersons of Standing Committees serve as the Board. Ad Hoc Committee Chairpersons are not members of the board. Chairperson vacancies on the Board caused by any reason will be filled by a majority vote of the remaining Board members.

Section 5. Duties of Elected Officers (see Standing Rules #3-6.)

Section 6. No person shall hold more than one office, committee chairmanship, or any such combination except as noted in Standing Rules (see Standing Rules #7.)

Section 7. Removal of Officers

The entire Board or any individual Officer may be removed from office with just cause, at any time, if approved by a two-thirds vote of the current membership at a regularly scheduled or duly called meeting. Just cause can be (but is not limited to), misuse of Guild funds, misrepresenting the Guild within the community or not performing his/her duties in a proper or satisfactory manner. Any Officer whose removal has been proposed shall be given the opportunity to be heard before a vote is taken at the meeting considering their removal.

Article VI: Standing Committee Chairpersons

Chairpersons shall be approved or replaced by the President upon the advice and majority vote of the Board and shall become members of the Board.

Section 1. Each Committee Chairperson should follow the guidelines for their committee. These guidelines are passed down to each Committee Chairperson by their predecessors. Committee guidelines may be revised by the Committee Chairperson with approval by the Board, on an as-needed basis. Any revisions to the committee's standing rules or procedures should be reported to the board. All chairpersons are up for renewal at the end of each two-year term to encourage rotation of service.

Section 2. Duties of Committee Chairpersons (see Standing Rules #8-18.)

Section 3. Duties of Ad Hoc Committee Chairpersons (see Standing Rules #19-22).

Article VII: Annual Elections

Section 1. The Nominating Committee is an Ad Hoc Committee nominated in an election year by the Membership, and confirmed by a majority vote of the board at a regularly scheduled meeting. The Nominating Committee will be established no later than March of that year. See Standing Rules #20. Proxy voting is allowed for election of officers and bylaws changes. Voting rules will reflect New Jersey State rules.

The nominating committee position is a two-year position, covering the elections of all officers including the 2nd Vice President.

Section 2. Election of Officers

- a. The Election of Officers shall be at the November meeting.
- b. Election shall be by majority vote of the current membership that is present.
- c. Election results will be announced at the election meeting and will be reported in the Newsletter/President's Bulletin prior to the December meeting.

Section 3. Installation of Elected Officers

- a. Installation of Elected Officers shall be held during the December meeting of the appropriate year for each term.
- b. The term of office begins after said December meeting.

Article VIII: Meetings

Meetings of the Guild will be held on a regularly scheduled Sunday of each month, unless otherwise decided by the Board (see Standing Rules #23.) A quorum is defined as 2/3 of the current membership. Matters concerning the bylaws require a quorum. All other matters require 51% of the members present.

Article IX: Guests

- a. Guests shall be welcome at our meetings for a nominal guest fee as determined by the Board (see Standing Rule #23.) At a meeting where we have a national speaker the guest fee may be increased for that meeting.
- b. Guest admission will be limited to two times per person, before the person must become a member.
- c. Fee may be waived by the Board for special events.
- d. While children are not normally present, if a member incidentally brings a child to a meeting the child must remain in the care of the parent at all times.

Article X: Board Meetings

Board meetings will be held monthly. The time and place of the meetings will be set at the discretion of the Executive Board and will be announced in the Newsletter/President's Bulletin or by email. All Members of the Guild may attend any or all Board meetings, but only Board Members will be allowed to vote.

- a. The Board may also meet in special session provided all members have been sufficiently notified prior to the meeting.
- b. The December and/or January meeting may be a joint meeting of newly elected and outgoing Officers and Committee Chairpersons. Only current office holders can vote.

- c. At least seven Board Members shall constitute a quorum for the transaction of business. All matters brought before the Board will be decided by a majority vote, providing a quorum is met, except as noted in the Bylaws. Only current board members have a vote. If a member chairs more than one committee she/he gets one vote. If two people co-chair a committee, together they can cast one vote.
- d. During emergency situations – such as snowstorms or important Quilt Show years – when the entire Board cannot be contacted or does not have the opportunity to meet prior to a decision, five members of the Board may make a decision in the best interest of the guild. All Board Members will be notified of such a decision as soon as possible.

Article XI: Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Guild in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Guild may adopt.

Article XII: Indemnification

The corporation shall indemnify every corporate agent as defined in, and to the full extent permitted by the New Jersey Nonprofit Corporation Act, and to the full extent otherwise permitted by law. No trustee or officer of the corporation shall be personally liable to the corporation for damages for breach of any duty owed to the corporation, except for liabilities arising from any breach of duty based upon an act or omission (1) in breach of the duty of loyalty to the corporation, (2) not in good faith or involving a knowing violation of law or (3) resulting in receipt by such trustee or officer of an improper personal benefit. Neither the amendment or repeal of this Article XII, nor the adoption of any provision which is inconsistent with this Article XII, shall eliminate or reduce the protection offered by the Article XII to a trustee or officer of the corporation (or other corporate agent) in respect to any matter which occurred, or any cause of action, suit or claim which but for this Article XII would have accrued or arisen, prior to such amendment, repeal, or adoption.

The guild will carry liability insurance for its officers.

Article XIII: Dissolution

- a. The corporation shall be dissolved in the following two-step process. The Board of the corporation must first, by a two-thirds vote of the Board at a meeting where a quorum exists, make a recommendation that the corporation be dissolved.
- b. Notice of a vote on dissolution must then be made to the complete membership, in the two (2) Newsletter/President's Bulletins sent prior to the members' meeting at which the vote is to be taken. Dissolution may be made by a two-thirds vote of the current membership at a regularly scheduled, or duly called meeting.
- c. Upon the dissolution the assets of the corporation shall be distributed as follows:
In the event of dissolution of this corporation, its assets shall be distributable only to organizations that enjoy exempt status in accordance with the provisions of Section 501 (c)(3) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue Law.)

Article XIV: Review & Amendments to the Bylaws

- a. Amendment to or revision of these Bylaws may be made by a 2/3 vote of the current membership at a regularly scheduled or duly called meeting.
- b. Notice must be made in the two (2) Newsletter/President's Bulletins sent prior to the members' meeting at which the vote is to be taken. A detailed overview of all major or

controversial changes to the bylaws must be contained in such notice. Prior to the vote, a complete copy of the proposed amendment or revised bylaws must be made available to each member.

- c. Bylaws shall be reviewed every four years or as needed. The next scheduled review shall be during the calendar year 2027.

The preceding Bylaws, incorporating changes, were reviewed and passed by a 2/3 vote at a regularly scheduled meeting on ??? 2023.

Proposed Standing Rules

version 8 Approved ????

COURTHOUSE QUILTERS STANDING RULES, Amended 2021, Amended 2023

Any Standing Rule can be adopted with previous notice by a majority vote of attendees at a regularly scheduled meeting. Any Standing Rule can be permanently rescinded without previous notice by a two-thirds vote of attendees at a regularly scheduled meeting, or by majority vote with previous notice. Any Standing Rule can be suspended for the duration of a general meeting by a two-thirds vote of attendees at a regularly scheduled meeting. These Rules remain in effect until the Guild rescinds them.

1. MEMBERSHIP -

- a. Upon payment of Annual Dues, current members will receive the monthly newsletter/president's bulletin, a current membership list and a membership card valid for each calendar year.
- b. The guild membership list is confidential and is for the member's personal use only. This list may not be used for commercial purposes and may not be shared with any non-guild member, organization, or company.
- c. In addition to the items in (a) above, new members shall receive a Welcome New Member email, containing general information about the guild and a link to the current Bylaws and Standing Rules. A membership card will also be provided.
- d. No member affiliated with a quilt shop or any outside vendor may sell or display items at a CHQ event or meeting without permission from the Board prior to the date of the event or meeting.
- e. What constitutes a member in good standing: Dues paid annually. In addition, by the time of show acquisition, selling twenty raffle tickets **and** making three items for the quilt show boutique or one quilt donation.

2. FINANCES -

- a. Annual Dues are set at \$50.00 per year and are not refundable.
- b. All proposed commitments of Guild funds and/or services shall be submitted to the Board for approval and will be used by the Treasurer to create and maintain an annual cycle budget.
- c. All incurred expenses within budget shall be reimbursed upon presentation of appropriate receipts and completed request form.
- d. All proposed expenditures outside of the budget require Board approval prior to reimbursement.
- e. Grants – Courthouse Quilters Guild must be the sole beneficiary of any funds generated through grants or other proposals.

3. DUTIES OF ELECTED OFFICERS – President

- a. Creates an agenda and presides at all meetings of the organization and the Board; including the business portion of the guild meeting.
- b. Generates President's Letter for President's Bulletin or for submission to the CHQ Newsletter.
- c. Generates Bi-Monthly President's Bulletin.
- d. Oversees, coordinates and supports Executive Board and Committees with compliance to CHQ Bylaws & Standing Rules.
- e. Follows the regulations of the IRS, as well as state and local regulations with respect to the operation of a non-profit organization.
- f. Appoints all Chairpersons of all standing and Ad Hoc committees with the advice and consent of the Board and shall serve as ex-officio member of all committees, with the exception of the Nominating Committee. Oversees Guild's Quilt show.
- g. Serves as the back-up for the treasurer and as the second officer with access to the bank accounts, the debit card and the card service account.
- h. Approves or dismisses email blasts to be sent out to all members.

- i. Accepts and considers questions and opinions from members and from the general public and decides whether these should be brought to the board.
- j. Oversees the pick-up and distribution of mail sent to the guild mailbox.
- k. Stores President's Bulletin in the Guild Document Repository.

4. DUTIES OF ELECTED OFFICERS - Vice President

- a. The First Vice President shall perform the duties of the President in her/his absence. Should the President be unable to fulfill the term of office, the First Vice President will assume the Presidency for the remainder the term. The Second Vice President will become the First Vice President, and a new Second Vice President will be elected by a special election.
- b. The Vice Presidents shall serve as co-chairs of the Program Committee (see Standing Rule #15.)

5. DUTIES OF ELECTED OFFICERS - Treasurer

- a. The Treasurer will maintain accurate financial records of the Guild at all times.
- b. The Treasurer will receive and deposit monies for all Guild activities in the bank account(s) maintained in the name of the Guild. The Treasurer oversees deposits made by other members as well.
- c. The Treasurer will reconcile credit card provider transactions and transfer funds to the guild bank accounts.
- d. The Treasurer will make a monthly report outlining receipts, disbursements and current balances. This approved report will be sent to the entire membership via email.
- e. Each November the Treasurer will submit an Annual Budget for the projected annual cycle to the Board. Upon approval by the Board, the budget will be presented to the membership via email. In June of each year, the Treasurer will submit a Budget Status Report to the Board.
- f. The Treasurer is responsible for remitting dues and other financial obligations to any organization with which the Guild may be affiliated.
- g. The Treasurer will follow the regulations of the IRS, as well as state and local regulations with respect to the operation of a non-profit organization.
- h. The Treasurer will, upon request, produce to the Board or an auditor appointed by the Board, all bank statements, check book(s), ledgers, itemized statements of bills (paid and unpaid), IRS documents including 1099s and W-9s, and any other items necessary for a complete audit.
- i. Stores Treasurer's Report in the Guild Document Repository.
- j. Responsible for sending gift acknowledgement letters for donation tax purposes.

6. DUTIES OF ELECTED OFFICERS - Secretary

- a. The Secretary records the minutes at all board meetings, and any membership meeting where votes occur.
- b. Responsible for the submission of the minutes, to be included in the bimonthly newsletter after board approval, by the due date set by the Newsletter Committee.
- c. Handles all correspondence of the organization as requested by the board.
- d. Responsible for sending 'good will' cards to members who are ill, hospitalized, new parents, etc.
- e. For circumstances that may warrant other considerations, Board approval is required. For situations between meetings that require immediate action, approval of 3 or more board members is required.

7. COMMITTEE CHAIRPERSONS

Standing Committee chairpersons are members of the board, and are expected to attend board meetings.

Standing Committees will be

- Archivist
- Boutique
- Charity/Community Outreach
- Circulation
- Hospitality and Special Events
- Membership
- Newsletter
- Program
- Publicity
- Quilt Show
- Web Presence

Ad Hoc Committees currently include:

- 4H Fair
- Bylaws
- Licensing
- Nominating Committee
- Raffle Quilt Construction
- Raffle Quilt Sales

- a. The Board shall ask membership for volunteers for Ad Hoc Committees to serve the best interest and special needs of the Guild.
- b. Ad hoc Committee Chairpersons shall serve the length of the project.
- c. Chairs of Ad hoc Committees are not board members and do not have voting rights.

- 1) All committee chairs are up for renewal at the end of each two-year term, to encourage rotation of service.
- 2) The Board may permit a member to serve as Committee Chairperson on more than one committee provided neither of the committees requires such a commitment of the chairperson's time that the other committee would suffer. This will be determined by a majority vote of the board. If one or more members share a chairperson position, those members share one vote for conducting business at Board meetings. If a member holds more than one chairperson position, she/he can cast one vote in board votes.
- 3) Each Committee Chairperson should submit any Newsletter/President's Bulletin items to the Newsletter Chairperson or President by the due date set by the Newsletter Committee, for inclusion in the next monthly Newsletter/President's Bulletin.
- 4) Each Committee Chairperson should document activities and store in the Guild Document Repository. This documentation should include any security information – IDs, passwords, etc.

8. DUTIES OF COMMITTEE CHAIRPERSONS -Archivist:

- a. Responsible for keeping a record of the guild's activities and news articles featuring the Guild.
- b. Stores current and historical documents in digital form for archiving.
- c. Assists committee chairs in storing their documentation, as needed.

9. **DUTIES OF COMMITTEE CHAIRPERSONS – Boutique**
 - a. Oversees boutique sales at all venues, including the Guild’s Quilt Show.
 - b. Oversees all donations of fabrics, notions, books, magazines, etc. donated to the guild.
 - c. Coordinates the preparation of donated items for sale, including pricing and merchandising.
 - d. Guides the making of handmade items by guild members for purposes of Good Standing requirements or other donations.
 - e. Arranges for the transportation of boutique items to and from the Guild’s Quilt Show.
 - f. Support activities that may be requested by the Show Chair, including specifying the number of tables needed.
 - g. Arranges for disposal or donation of residual Boutique items following the Guild’s Quilt Show.

10. **DUTIES OF COMMITTEE CHAIRPERSONS - Charity and Outreach:**
 - a. Will actively work to schedule member workshops to make quilts and other items to be donated. Fabrics and materials for these projects may be donated or purchased at the Guild’s expense.
 - b. Quilts or donated items must be approved by the Board before distribution.
 - c. Ongoing community outreach shall be designed to support the guild’s purpose (see Bylaws Article II.)

11. **DUTIES OF COMMITTEE CHAIRPERSONS - Circulation Committee:**
 - a. Monitor the guild email account regularly and forward incoming email to appropriate officers and committee chairpersons. File emails regularly as backup for communications.
 - b. At the request of the President, distribute Newsletter, President’s Bulletin, and blasts to all current members in a timely manner.
 - c. Email blasts must have President’s approval.

12. **DUTIES OF COMMITTEE CHAIRPERSONS – Hospitality and Special Events:**
 - a. Coordinates members contributing refreshments at each meeting.
 - b. Maintains inventory of necessary supplies.
 - c. Ensures proper set-up and cleanup of the meeting room and kitchen.
 - d. Responsible for planning and acting as host for all Special Events the Guild holds during the year, such as; the Holiday Party, Anniversary Party, Ice Cream Social, etc. as well as any other program events that are not considered instructional.
 - e. Coordinates with Program Chair to schedule special events, to be published in the program calendar at least three (3) months in advance.

13. **DUTIES OF COMMITTEE CHAIRPERSONS - Membership:**
 - a. Greets members and guests at each meeting.
 - b. Maintains accurate membership records.
 - c. Enrolls new members and ensures receipt of membership packet to each new member.
 - d. Publishes and distributes a current membership list in March, June, and October of each year. New members and updates will be sent out to the membership via email. Stores membership list in Guild Document Repository.
 - e. Handles various miscellaneous items (e.g., mugs, CHQ pins, tote bags) for sale at monthly meetings.
 - f. Organize the Welcome table at CHQ sponsored events, including the biennial quilt show, for the purpose of meet and greet, information center, CHQ merchandise sales, and membership.

- g. Verify and reconcile credit card service receipts with application forms.

14. DUTIES OF COMMITTEE CHAIRPERSONS - Newsletter:

- a. Collect articles and photographs from the membership to include in a bimonthly newsletter.
- b. Receives articles regularly or as needed from committee chairs.
- c. Solicits or creates additional material as needed.
- d. Edits and publishes bimonthly guild newsletter to be received by all current members.
- e. Sends draft copy to the president for review.
- f. Sends the final newsletter electronically to Circulation Committee for distribution two (2) weeks prior to monthly meetings.
- g. Sets due date for inclusion in the newsletter.
- h. Guild news and articles from Members and/or Chairpersons shall always take precedence over general stories or news from other Guilds or organizations in the newsletter.
- i. Allows for paid advertising from members and outside individuals. Rate to be determined by the board.

15. DUTIES OF COMMITTEE CHAIRPERSONS - Program:

- a. Plans programs and workshops for all general membership meetings keeping within the board approved budget.
- b. In coordination with the Special Events Committee publishes a program schedule at least three (3) months in advance.
- c. Negotiates contracts for workshops and/or lectures.
- d. Responsible for collecting completed, signed W-9 form from all teachers prior to making payment for teacher/speaker services, as required by the IRS and forward to the Treasurer.
- e. Sees to the overall needs of the guest speaker/teacher.
- f. Send payment for workshop/lecture/reimbursement immediately after event.
- g. Ideally the program schedule must be planned by the current committee a minimum of eight months into the new year for the incoming committee.
- h. Coordinates with Web Presence to provide event information and manage webform signups.
- i. Coordinating with the Treasurer, reconciles credit card service, cash and check payments.

16. DUTIES OF COMMITTEE CHAIRPERSONS - Publicity:

- a. Submits news articles to local publications and electronic events calendars regarding guild activities.
- b. Maintains current listing of publications where these news releases are sent.

17. DUTIES OF COMMITTEE CHAIRPERSONS - Quilt Show:

The Quilt Show is held every other year at a time and location determined by the Board. Traditionally, it has been held the first weekend in October of even calendar years, at the Prallsville Mills in Stockton, NJ.

- a. Chair(s) are responsible for all aspects of the event and related special situations and circumstances as they arise. This may include but not be limited to: securing the show location and overseeing event chair people and their assigned responsibilities.
- b. The Guild's Treasurer will serve as Treasurer for the Show.
- c. Various sub-committees will be organized by and report to the Show Chairs. In the past, these sub-committees have included but are not limited to: Acquisitions, Decorations, Demos, Door Prize, Flowers, Hanging, Mini's, Parking, Preview Party, Program & Quilt Cards, Signs, Take Down, Vendors, Volunteer Coordinators, etc.

- d. Quilt Show Chairs are asked to attend Board Meetings and are responsible for documenting their actions in the Guild Document Repository as reference for future shows.
- e. Only a member in good standing will have the privilege of exhibiting quilts in the show.

18. DUTIES OF COMMITTEE CHAIRPERSONS - Web Presence:

- a. Facilitates and maintains Courthouse Quilters website and social media.
- b. Keeps information up-to-date, coordinating with board and committee chairs, including workshops, lectures, special events, and quilt show.
- c. Coordinates with Program Chair(s) to maintain current program calendar on the website, and creates sign up and payment options for workshops.
- d. Coordinates with Membership Chair to maintain New Membership and Membership Renewal process.

19. DUTIES OF ADHOC COMMITTEE CHAIRPERSONS - Licensing:

- a. Chairperson is required to be familiar with and adhere to current NJ State Raffle Regulations, which currently include the requirement for a separate checking account, which will be overseen by the Treasurer.
- b. Responsible for the biennial registration with the New Jersey Legalized Games of Chance Control Commission.
- c. Responsible for application for raffle license with the local government where the raffle will take place, after State approval, for show related raffle, minis, and door prizes. This should be done in January of a quilt show year, or as early as possible after completion of the raffle quilt.
- d. Assist Raffle Committee chairs with license requirements. Responsible for printing of raffle tickets.
- e. Responsible for application for Door Prize license with local government if required for CHQ door prize raffles.
- f. Documentation regarding licensing policies and procedures should be filed in the guild repository.

20. DUTIES OF ADHOC COMMITTEE CHAIRPERSONS – Nominating Committee:

- a. The Nominating Committee will advise the membership of all open positions, via the Guild Newsletter/President's Bulletin, immediately following their nomination.
- b. They shall prepare a slate of nominees for all Elected Officers to be presented to the membership at the October meeting. They may select up to three nominees for each position and must obtain the consent of each nominee prior to their announcement.
- c. Additional nominations from the floor will be entertained at the October meeting.
- d. The Nominating Committee shall prepare paper ballots and be responsible for the tally of votes at the November meeting.
- e. The final slate of nominees and the election will be announced to all Members via the Newsletter/President's Bulletin prior to the November meeting.
- f. Proxy voting is allowed. Voting will follow New Jersey State rules.
- g. The nominating committee position is a two-year position, covering the elections of all officers including the 2nd Vice President.

21. DUTIES OF ADHOC COMMITTEE CHAIRPERSONS – Raffle Quilt Construction:

This major fundraiser is usually held every other year in combination with the Quilt Show.

- a. Chairperson is responsible for choosing the design of the quilt, soliciting Board approval and designer approval (if needed), presenting estimated costs for Board approval and purchasing fabrics or accepting fabric donations. Must adhere to the board approved timeline.
- b. It is appropriate and encouraged to ask Guild Members to participate in constructing the raffle quilt. Often an Ad Hoc Committee is formed to prepare directions and/or fabric packs to be distributed to those members who wish to participate.
- c. Once the top is completed, arrange for quilting, photography, and appraisal.

22. DUTIES OF ADHOC COMMITTEE CHAIRPERSONS - Raffle Quilt Sales:

Along with License Chairperson, Raffle Ticket Distribution and Sales Chairperson is required to be familiar with and adhere to current NJ State Raffle Regulations, which currently include the requirement for a separate checking account, which will be overseen by the Treasurer.

- a. Assist License Chairperson to apply for local raffle drawing license from or location where raffle drawing will take place. Licensing needs to be complete and tickets ready for the summer of the year preceding the Quilt Show, so that tickets are sold for 1 year before the Quilt Show.
- b. Purchase raffle tickets. NOTE: printing tickets is listed under license chair. Both the NJ State License number and the Local Drawing License number from location where raffle will take place are required to be printed on the ticket.
- c. Duties:
 - i. Distribution of tickets to members and events. May delegate the distribution of tickets to a Raffle Quilt Sales Committee Member (ie. Membership Distribution).
 - ii. Accountable for keeping track of ticket numbers, including unsold tickets, and money received.
 - iii. Stores raffle quilt, quilt hanging equipment and petty cash box.
 - iv. Finds various locations and events to sell raffle tickets.
 - v. Organize and coordinates with CHQ member(s) the selling of tickets, supplying raffle quilt, hanging equipment and petty cash box.
 - vi. Aids in ensuring that each member sells 20 tickets.
 - vii. Promotes raffle ticket sales.
 - viii. Responsible for Quilt Show ticket sales, display Raffle Quilt and set up quilt and Raffle Quilt table at Quilt show and manages ticket drawing at Quilt Show.

23. MONTHLY MEMBERSHIP MEETINGS

- a. Typically held the third Sunday of each month. Meeting date can be changed when deemed necessary by the Board by a majority vote of the Board at a scheduled board meeting where a quorum has been met.
- b. Meetings are currently held at the Hunterdon County Route 12 Complex in Flemington, NJ.
- c. Meetings commence at 6:30 PM unless otherwise noted in the guild newsletter.
- d. A monthly meeting of the Board precedes the membership meeting. All members are welcome to attend the Board meeting at any time (See Bylaws Article X.) Location and time of monthly board meetings are communicated by email or President's Bulletin or Newsletter.
- e. Guest Fee is \$5.00, or as determined by the Board. A person may attend up to two times as a guest. Guest fee will be increased to \$10 for a meeting where we have a national speaker.

- f. The Board may suspend the guest fee during Guild open houses or other special events, by a majority vote of the Board at a scheduled board meeting where a quorum has been met.
- g. While children are not normally present, if a member incidentally brings a child to a meeting the child must remain in the care of the parent at all times.

24. WORKSHOP RULES

- a. Payment must be made in advance, via our credit card service, check or cash, to secure a reservation in the workshop. No refunds will be given, however, if there is a waitlist it is possible you may be reimbursed. To ensure fairness, the rule of “first come, first serve” will be used.

Cancellation refund policies are as follows:

- i. A person can cancel enrollment in a class up to six weeks prior to the workshop without penalty. This means the person must request removal of her/his name from the class signup at least six weeks prior to the scheduled class. Program chair should be notified and a refund check will be issued if the original payment has cleared.
 - ii. If a person cancels later than six weeks prior to the workshop with no waiting list, their signup fee is forfeited. However, if the person finds someone to take her/his place that substitute should reimburse the original person. Program chair should be notified of this change.
 - iii. If a person cancels a workshop with a waiting list, it is the program chair’s responsibility to invite the next person on the list to take the workshop. The program chair will settle the financials of having the new attendee pay and reimbursing the original attendee. If no one on the waiting list chooses to take the workshop then the prior cancellation rules apply.
 - iv. If the fee includes a kit fee and there cannot be a reimbursement, the person will receive the kit.
- b. The fee for non-Guild attendees will be the regular workshop charge plus an additional charge to be determined, based on the teacher’s fee for that workshop.
 - c. Any Member who hosts an out-of-town lecturer/teacher overnight may attend the workshop at the Guild’s expense. This privilege is for one member and is not transferable.
 - d. Any Member of the Guild that is contracted to teach/lecture a workshop shall be paid at the current hourly rate of 50.00/hour set by the Board. Any Member of the Guild that is contracted to give an evening lecture shall be paid 75.00 for the event.
 - e. For a single VP who attends the workshop in an official capacity the workshop fee is waived.
 - f. CHQ will cover the cost of a speaker’s dinner, but not the accompanying members.

Classified



Hello Quilty Peeps!

Our Zoom “Watercolor Quilt” Workshop with star modern quilter [Carolina Oneto](#) on Saturday, **Aug. 19, 10am-4pm**, is now open to CMQG friends and family, plus members of Sisters in Stitches and the Princeton Sankofa Stitchers Modern Quilt Guild! The **price is \$59**, which is **over 20% off** what Oneto usually charges when she teaches this class to the public. Added bonus: there **will be a recording** of the class!

[Click here to go to the signup sheet.](#)

Class Description: This course will provide new step-by-step techniques and color theory knowledge so that we’ll feel confident designing, cutting, and sewing in an improvisational way, but with some rules to create beautiful movement in our quilts. This class is appropriate for all quilting levels.

You **must pay \$59 for the class up front** when you register. You can pay via PayPal or personal check. The details about using these methods are in the top information box on the sheet. There will be no refunds (you are welcome to find someone else to take your place).

As always, let us know your questions/concerns/issues by emailing cambridgemodernquiltguild@gmail.com We aim to please.

Best,

Charlotte Howard
(she/her)
VP, Programming



Newtown Quilters' Guild - Newtown, PA

June 10 · 🌐

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There are openings in the following upcoming workshops and we would like to invite non-members to attend.

Saturday, August 5 - 10AM to 4PM

Member Pat Clayton, "Take it with You Ruler Bag"

Cost: \$45.00 plus the pattern cost of \$6.00 due on the day of the workshop.

Location: Addisville Reformed Church, Richboro, PA

Saturday, September 23 - 10AM to 4PM

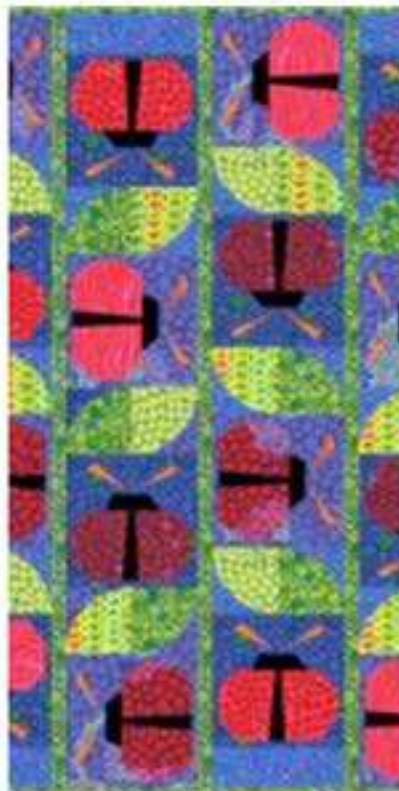
Zoom Workshop with Linda Sullivan from Colourwerx.

An improv and curves workshop with no pattern and no rules!

Cost: \$50

Location: Zoom

If you are interested in registering for either or both of these workshops, contact us at newtownquilters@gmail.com.



For Sale



Bernina 480
2 years old
\$1,400

Accessories:

Soft cover, accessory box, slide on table, foot control, power cable,

Feet: 1C, 2A, 3A, 4,5

Penny Armagost
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Penny mail to: parm3@yahoo.com





PENNSYLVANIA DUTCH QUILTS: FOLKLORE AND SUPERSTITION

**Thursday, September 21 at 6:30pm
Easton Area Public Library
515 Church Street**

Arlan and Pat Christ, Pennsylvania quilt historians, will share approximately 30 quilts that represent some of the most colorful Pennsylvania quilts made in the mid to late 1800s and early 1900s. Their unique designs and quilting patterns have created the "Dutch" folk art they collect today. Discussion will include the connection of quilts, hex signs, and the world of folklore and superstitions. Space is limited. Registration is recommended.
Sponsored by the Chris Swan Fund and The Friends of the Library.

EASTON
AREA
PUBLIC
LIBRARY

Register online!
bit.ly/eastoncal





Check our website for the latest workshops and supply lists, meeting news, cancellations, forms, inclement weather announcements, and just general information about the guild.

www.courthousequilters.org

For a complete listing of the holdings in the guild library, go to:

www.librarything.com/catalog/CourthouseQuilters

And don't forget to "friend" the guild on Facebook. Search for "Courthouse Quilters" and "like" us. We'll like you back!

The deadline for the newsletter is the Sunday following a meeting, at the stroke of midnight!

Exceptions are May and Show-year Octobers with a deadline of the Wednesday after a meeting.

For the even numbered months newsletter send all of your articles news, photos and other newsworthy items to Al.

For the odd numbered months send your information to Gina.

Courthouse Quilters Guild Board

President - Regina Krejsa

First Vice President – Anne Oswald

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& Programs

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Membership - Cathie Giambalvo

Newsletter –Al Accettola

Photographer - Al Accettola

Publicity - Dyan Rosario

Quilt Show – Lysa Martinelli

4H Fair - Barbara Fusco

Raffle Quilt Design and Creation Anne Oswald &
Jill Ferrari

Raffle Quilt Sales 2022 - Penny Armagost

Web Presence - Lauren Pine

Boutique - Janet Bergman