

Member Handbook



2016

Brief History of the Quilting Bees

In late summer of 2006, Edith Brophy, Susan Emory and Kitty Rogers met at St. Paul's Episcopal Church after services and began discussing quilts and quilting. Edith and Susan were new to Murfreesboro while Kitty was a longtime resident and full of information for the other two. Soon after coming together casually, the three decided to work to form a daytime quilt guild here in Murfreesboro. Within a few days, Vondaleen Thal contacted Susan about finding a quilt guild in town. Susan had mentioned the idea of a daytime guild while at the Quilt Connection Quilt Shop one afternoon and Vondaleen later called the Quilt Connection looking for information in finding local quilt guilds. The four women began weekly meetings in August of 2006 to plan out the mechanics and structure of a new guild.

As St. Paul's is located downtown where parking could be a problem, Vondaleen inquired at her church and the group was granted permission to meet at Northminster Presbyterian Church on W. Clark Blvd. Once the meeting place was secured, plans for monthly meetings were discussed, the name Quilting Bees and name tag pattern were developed (thanks to Vondaleen) and the four women volunteered themselves as officers for the first term of office, which was from September 2006 until December 2007. Meetings were to be on the first Tuesday of each month and consist of a routine business meeting and a program. It was also decided that a second meeting each month would be held on the third Tuesday of each month. At that meeting the Quilting Bees will be able to bring in their machines and do some actual sewing, work on charity projects and even use the large tables for help in basting quilt tops to the batting and backing. All meetings will feature a Show & Tell time where quilters can share their work and admire the work of others.

The first meeting of the Quilting Bees was held on September 5, 2006 at Northminster Presbyterian Church. Thirty people were in attendance and 8 of them joined that day. Later in the month, the second meeting was held with a main project of making flannel teddy bears to be available in the patrol cars of the local sheriff's officers. Nineteen bears were sewn and stuffed that day with an additional 9 bears constructed and ready to stuff.

The first month of the Quilting Bees was successful in bringing together quilters in Murfreesboro and the surrounding area.

The Quilting Bees continued to meet at Northminster Presbyterian Church through March 1, 2011. At that time, the church informed Carolyn Hickerson, Guild President, a fee would be charged for utilizing their space for meetings and charity sewing. Since the guild is a "not-for-profit" organization with limited funds, the membership decided to search for another facility. Carolyn and several guild members took the lead and visited and/or called numerous locations in the Murfreesboro area and found a facility that could accommodate our needs. On March 15, 2011 the guild began meeting at Blackman United Methodist Church, 4380 Manson Pike, Murfreesboro, TN.

At the November 5, 2012 meeting President Carolyn Hickerson presented a proposal (which was approved) to change our meeting location due to the fact the current meeting room is very dark and not conducive to sewing. The proposed location was St. Mark's United Methodist Church in Murfreesboro, TN where several Quilting Bees are members. Pam Roesler served as the liaison between the Quilting Bees and St. Mark's to facilitate the relocation details. Effective January 10, 2013, the Quilting Bees began meeting at St. Mark's United Methodist Church, 1267 N. Rutherford Blvd, Murfreesboro, TN, where we continue to meet at present.

Founding Members

Susan Emory, Edith Brophy, Kitty Rogers, Vondaleen Thal

Charter Members

(Joined in September 2006)

Nancey Agnew, Adrienne Barnett, Toni Bass, Barbara Bell, Helen Emery, Joan Harris, Kitty McCloud, Rae Nichols, Sue Page, Lolita Rawlins, Janice Robbins

In Memory

Jutta Clemmens, 1942-2013; Bees member 2009-2013

Kathy Holladay, 1948-2014; Bees member 2012-2013

Susan Emory, 1950-2016; Bees member 2006-2011, 2014

Officers serving on the Board:

2015-2016

Kitty McLoud, President

Rebecca Tucker, Vice-President

Sara Parnell, Secretary

Adrienne Barnett, Treasurer

Past Officers:

2013-2014:

President: Emily Johnson

Vice-President: Pat Curtis

Secretary: Janice Martin (Jan-May 2013)

Terri Kelly (June 2013-Dec 2014)

Treasurer: Millie Hornsby

2011-2012:

President: Carolyn Hickerson

Vice-President: Cathy Crabtree (2011)

Emily Johnson (2012)

Secretary: Pamela Roesler

Treasurer: Millie Hornsby

2009-2010:

President: Joan Harris

Vice-President: Sue Page

Secretary: Kitty McLoud

Treasurer: Vondaleen Thal (2009)

Tammy Lillegard (2010)

September 2006-2008:

President: Susan Emory

Vice-President: Kitty Rogers (Sep 2006-Dec 2007)

Sue Page (2008)

Secretary: Edith Brophy (Sep 2006-2007)

Toni Bass (2008)

Treasurer: Vondaleen Thal

By-Laws

Quilting Bees Quilt Guild

ARTICLE I NAME

The name of this organization shall be **Quilting Bees Quilt Guild**

ARTICLE II OBJECTIVES

Section 1: To promote the appreciation and love of quilts, quilt making, and quilt collecting.

Section 2: To encourage quilt making by providing inspiration and education.

Section 3: To serve our community by providing quilts for local charities.

Section 4: To provide opportunities for fellowship and the sharing of common interests.

ARTICLE III POLICIES

Section 1: Quilting Bees members shall also be members of the Tennessee Valley Quilter's Association (TVQA).

Section 2: Quilting Bees meetings will be held at a suitable time and location to be determined by the membership.

Section 3: Information files are to be assembled and maintained by each Board Officer and Committee Chairperson and passed on to each new Officer or Committee Chairperson at the beginning of their new term.

Section 4: Charities supported by the Guild will be voted on annually by the membership in January.

Section 5: If the Murfreesboro City Schools or Rutherford County Schools are closed due to inclement weather, our meeting will be cancelled.

ARTICLE IV MEMBERSHIP AND DUES

Section 1: Membership in Quilting Bees Quilt Guild shall be open to all persons interested in the Objectives set forth in Article II.

Section 2: The voting body of this organization shall consist of the elected officers and members in good standing. A member in good standing shall be defined as a member whose dues are current, hereafter referred to as member in these By-Laws. Each

member will have one vote. When voting, the majority of members present shall constitute a quorum except when amending the By-Laws (Article X; Amendments)

Section 3: Annual dues shall be \$15.00 and shall be paid by the first meeting in February. An additional \$15 dues will be collected from each member who has not paid this through another Guild, and forwarded to TVQA in order to meet our obligation for TVQA membership.

The membership period shall be from January 1 to December 31. If a first-time member joins on or after September 1, Quilting Bees dues shall be \$7.50 for the remainder of the calendar year and \$7.50 will be collected for TVQA dues for the remainder of the calendar year.

Section 4: Dues will not be refunded to those who choose not to remain a Quilting Bees member.

Section 5: Visitors are welcome at any Guild meeting, however attendance at more than three meetings within one calendar year will require paid membership.

Section 6: Membership will be limited to 75 persons.

ARTICLE V OFFICERS AND ELECTIONS

Section 1: The officers of this organization shall be: President, Vice-President, Secretary, and Treasurer, and shall make up the Board. The officers shall be elected for a term of two years with the new term beginning in an odd-numbered year and may serve more than one consecutive term. Elections will be held the first meeting in November with the officers-elect assuming their positions January 1 of the new year. No one can be nominated without prior consent. A majority of members present at the time of the vote will elect the officers.

Section 2: A vacancy in any office shall be filled by choice of the current officers and approved by membership vote. No one may be nominated without prior consent.

ARTICLE VI DUTIES OF OFFICERS

Section 1: The **President** shall preside at Guild meetings, conduct the business meeting and create an agenda for the meeting. The President will be responsible for opening and/or setting up the meeting room, or designate someone to do so. The President will be responsible for cancelling and/or rescheduling meetings due to inclement weather or other circumstances. The President shall conduct a monthly Board meeting to follow up and oversee committees. The President shall attend the TVQA quarterly meetings along with another Quilting Bees officer or member or see that the Quilting Bees are represented by two members. The President shall maintain the Bees email account or appoint someone to do so.

Section 2: The **Vice-President** shall preside over the meeting and conduct the business meeting in absence of the President. The Vice-President shall be responsible for

scheduling monthly workshops and programs. Scheduled events will be submitted to the website coordinator for posting on the Quilting Bees website, along with pertinent information for the workshops.

Section 3: The **Secretary** shall record the minutes of the business meetings and shall be responsible for keeping these records. A copy of the minutes shall be submitted to the website coordinator for posting on the Quilting Bees website. Hard copies of the minutes or any other pertinent information, will be mailed to those who have no computer access. The Secretary shall keep record of attendance at meetings. The Secretary shall also submit Guild News to the TVQA Newsletter Editor for the TVQA quarterly newsletter. The Secretary will be responsible for sending pertinent correspondence as needed.

Section 4: The **Treasurer** shall collect and disperse all Guild monies and maintain the Guild checking account. In addition to the Treasurer, two other Guild officers shall be signers on the account. A monthly Treasurer's report will be made available to all members prior to our monthly business meeting. All receipts for purchases will be filed and maintained by the Treasurer. An annual budget will be presented to the membership and budgetary allowances approved by membership vote. The Quilting Bees membership list shall be maintained by the Treasurer and made available to all members. Treasurer will be responsible for forwarding TVQA dues to the TVQA Treasurer.

ARTICLE VII MEETINGS

Section 1: The Guild will meet on the 2nd and 4th Thursdays of the month, excluding the 4th Thursdays of November and December. The business meeting will be conducted on the 2nd Thursday of the month and a Sit-and-Sew or Charity Sewing will be held on the 4th Thursday. When special circumstances arise, the business meeting may be conducted on the 4th Thursday with prior notification.

Section 2: Special meetings may be called as needed by the President or elected officers.

Section 3: Should our meeting place become unavailable, meeting times and place may be determined by membership vote pending a By-Laws revision.

ARTICLE VIII COMMITTEES

Section 1: Committees shall be formed and a Chairperson appointed as needed by the Guild President. Committees may be discharged by the President when activities of such committees shall cease or be deemed unnecessary.

Section 2: Committees shall record activities and report to the Guild Board and membership.

Section 3: STANDING COMMITTEES: Each committee Chairperson shall ask for volunteers to help carry out their duties, obtain needed supplies with Board and/or membership approval, and report progress to the Guild.

1. QUILT SHOW: A Chairperson shall be appointed to oversee all aspects of the Show and organize committees to carry out duties for the show.
2. CHARITY QUILTS: A Chairperson shall be appointed to plan and oversee workshops, collect and disperse charity quilts, and form sub-committees to carry out such duties.
3. HOSTESS COORDINATOR/KITCHEN DUTY: A Chairperson shall be appointed to organize and maintain sign-up lists for lunch and/or brunch for the Guild, see that needed supplies are available and make sure that all areas are cleaned after the meals.
4. CLOSET ORGANIZER/SET-UP: A Chairperson shall be appointed to keep the Guild's supplies organized in the storage closet; bring supplies to the meetings and set up the room as needed.
5. RETREAT: A Chairperson shall be appointed to plan and organize Guild retreats.
6. WEBSITE: A Webmaster shall be appointed to maintain the Quilting Bees website, post meeting minutes, photos, and other information.
7. SUNSHINE: A Chairperson shall be appointed to send Get Well and Sympathy cards to those as needed and collect Heart Blocks to distribute as is appropriate.

ARTICLE IX BOARD AUTHORITY

Section 1: The Board is given authority to approve a purchase of up to \$100 without membership approval. Membership approval is required for purchases over \$100, when not already specified in the Budget. Committee heads may spend their budgetary allowance for supplies as needed. All receipts for purchases must be given to the Treasurer for reimbursement.

Section 2: The Board is authorized to sign contracts as needed. (i.e. Securing venues for Quilt Show, obtaining teachers, etc.)

ARTICLE X AMENDMENTS

Section 1: These By-Laws may be amended as follows:

1. All members shall be notified of any recommended changes 60 days prior to vote. Thirty days prior to vote, changes will be discussed at the business meeting. Voting shall take place at the following business meeting
2. A 2/3 vote of the members present shall constitute the vote.

ARTICLE XI DISSOLUTION OF GUILD

Section 1: A vote of 51% of the members must be taken to dissolve The Quilting Bees Quilt Guild. Written notice of this vote must be given to each member at least 60 days prior to the vote being taken. The vote will be taken by written ballot to be provided by

the Board. In the event a member cannot attend the meeting on the day of the vote, he/she may obtain a written ballot from the President two weeks prior to the vote and shall return the completed ballot by United States Postal Service no later than one week prior to the date of the vote.

Section 2: In the event of dissolution of the Guild, all assets will be dispersed, by suggestion of the Board and with the approval of 51% vote of the members, to selected charitable organizations provided they qualify as an exempt organization under Section 501 of The Internal Revenue Code of 1976.

Supported Charities

(Various charities are discussed in January and members choose which ones to support that calendar year)

2016

Camelot Foster Care

Camelot Foster Care offers a way for children within the Tennessee Dept. of Children Services system to have a stable home environment while they are achieving their permanency goals. Our quilts are one of the only items these children (ages infant to 18 years) can call their own.

Red Bird Mission

(a mission of St. Mark's United Methodist Church)

We supply quilts for children, Pre-K to First Grade, in the Red Bird School, located in Appalachia of western Kentucky. These quilts are given to the children at Christmastime.

Portico

(Pregnancy Crisis Center)

Baby quilts are made and donated as needed

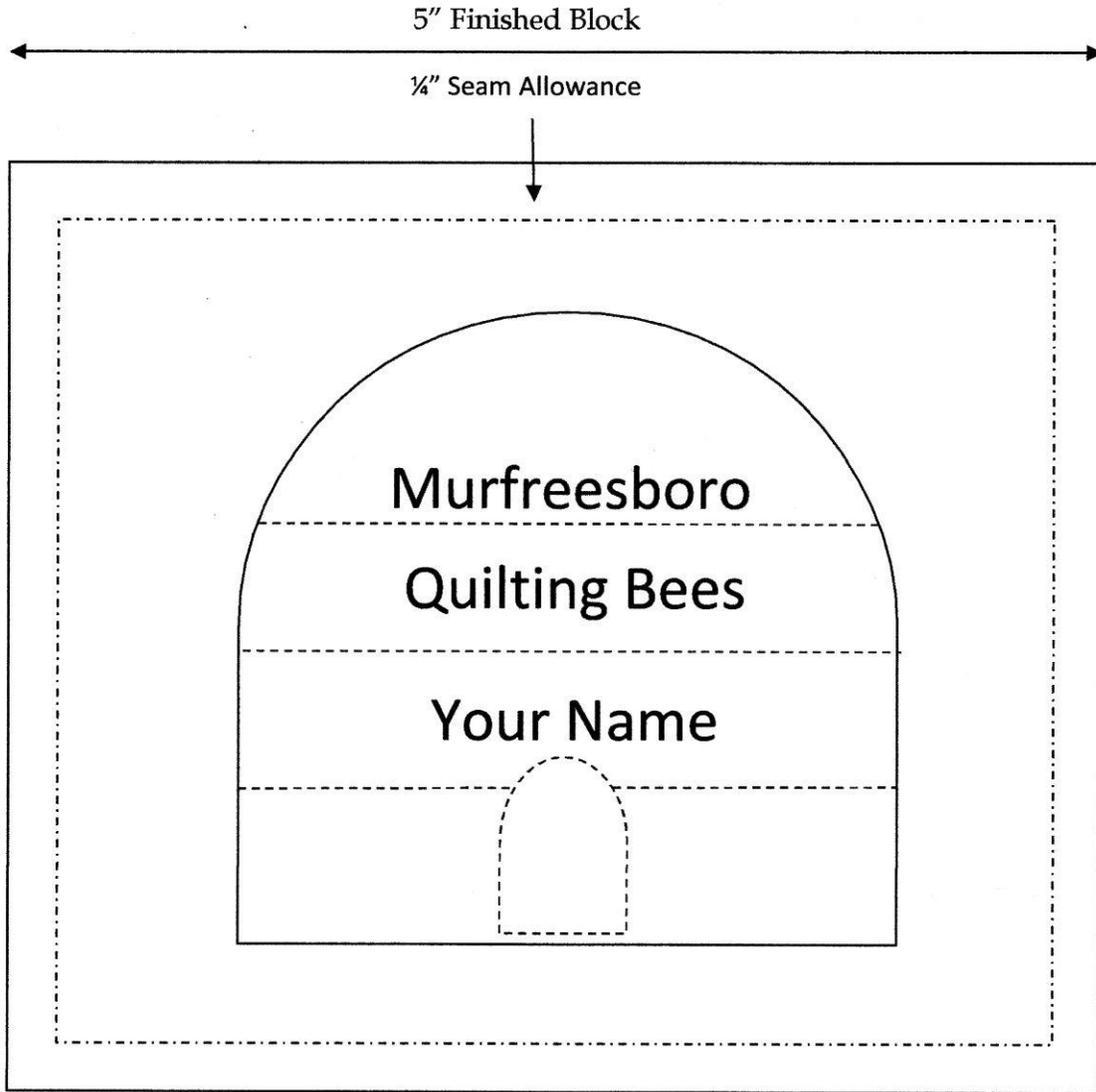
Tennessee Veterans Home

This year we chose to make quilts for the women veterans residing in the TN Veterans Home in Murfreesboro

Toys-For-Tots

Each year since the Guild formed, we have collected toys and given them to the local Toys-for-Tots program to be given to children living in Rutherford County.

Suggested Pattern for Name Tag



Heart Blocks

Members may make 6 ½" (unfinished) heart blocks, in the pattern of your choice, to be given to members after a major health event or death in the family.

Blocks may be appliqued or pieced, signed with your name and given to the Sunshine Chairperson.

Suggested pattern:

