

President's Letter

It was nice to see everyone at the Ice Cream Social. Thanks to Donna for organizing and everyone who contributed delicious treats to our sundae bar! The silent auction was a great success, bringing in \$275 for Boutique. We now have a few more AccuQuilt users in the guild! The show and tell portion of the meeting was really outstanding this month. It's so inspiring to see what everyone has been doing and the different ways in which our members create things. I was particularly happy to have one of our newest members show something for the first time. Finally, I want to say thank you to the many willing volunteers who took a Quilts for Kids kit from Gretta.

The 4H Fair was pretty exciting! Not only did several members enter quilts and win ribbons, but we also handled the quilt intake and hanging. It was the first year that we sold quilts as part of Caring Heart Quilts and had an expanded Boutique. The results are in and we made about \$2,000 for the guild and will donate an additional \$800 to Safe Harbor. Penny even sold a quilt to the Amish Pretzel vendor! What a great job by Barbara Fusco and Cathie for coordinating our 4H efforts, Janet Bergman for chairing Boutique, Barbara Slaton for chairing Charity and Community Outreach and Kerry and Patty for handling the cash box. Also, thank you to the 20+ members that volunteered for intake, hanging, sales, and take down. It takes a LOT of people to make this a successful event!

During our September meeting we will be voting on proposed updates to the Bylaws and Standing Rules. If you are not able to be at the meeting, please complete your proxy. Patty provides more detail on Page 7 of this bulletin.

Don't forget that our Color Collaboration Challenge quilts will be at the Pennsylvania National Quilt Extravaganza September 14 -17th in Oaks, PA. If you have a chance, go and see the exhibit. I'm sure there will be some spectacular eye candy to enjoy. I plan to go on Friday.

With sadness, I want to let you know that former guild member Trudy Frey has recently passed away.

Happy quilting and see you in September!

Gina

president@courthousequilters.org

Upcoming Meetings

Zoom Board Meeting (All members welcome)

Time: September 15, 2023 07:00 PM

Guild Meeting at Hunterdon County Complex

314 State Route 12, building 1, Flemington NJ

Time: September 17, 2023 6:30 - 8:30 PM

Monthly Program Schedule

September 17th, 2023

Quilted Jacket Meetup
11:00 – 3:00p.m.

Sew Along Meetup
3:00 – 5:30p.m.

Open Sew-in Hours
11:00 – 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



Courthouse Quilters Guild October Program

October 15th, 2023

Workshop 12:00 Noon – 5:00p.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

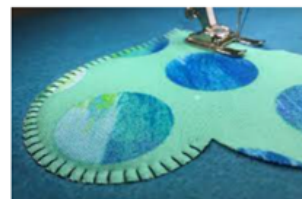
Location

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

<http://www.courthousequilters.org>

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. Note: We'll be starting later and will not be stopping for lunch



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.



Courthouse Quilters Guild November Program

November 19th, 2023

Workshop 11:00 p.m. – 4:00p.m.

Charity Workshop making Placemats

Evening Activities

6:30 – 8:30 p.m.

Lecture

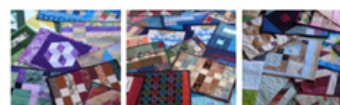
An Artist's Journey by Michael Ross

Location

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

<http://www.courthousequilters.org>

Meals on Wheels Placemats



CHQ's Charity Committee will host a workshop making quilted placemats for *Meals on Wheels* with a target to complete 100 placemats. This workshop will be a great stash buster, or you can use left-over orphan blocks. The quilted placemat is 12"x18" finished using a thin batting; a fat quarter for the backing, binding is optional. There's a lot of great free patterns on ThunderBayQuilts.org. *Meals on Wheels* has asked that we stay away from holiday themed fabrics and keep everything generic. Seasonal and red, white and blue for veterans is acceptable.

Evening Presentation by Michael Ross

Michael Ross is a local artist who taught himself to sew over 40 years ago and always loved working with color. Over the years, Michael has combined both interests and began exploring quilt making. His work has been shown at the European Patchwork Meeting in France, SAQA Global Exhibition in Chicago and The Dairy Barn Arts Center in Ohio just to name a few. More recently, he has created several large bodies of work exploring surface design and painting to expand his work into some new areas. Michael will talk us through "An Artist's Journey" and share some of his new pieces.



[Sign Up for Placemats](#)

Other Program Activities

Let's do another fun... Make n' Take CHQ 5 x 7

- Members make a 5" x 7" piece to exchange with another member at our October Meeting.
 - Outside dimensions not to exceed or be smaller than 5" x 7"
 - Open to any medium on any surface and any subject
 - Photography welcome but must have a solid backing (foam core is accepted)
 - Original Artwork only

- Make an extra and we'll sell at next year's Show.

Sign-Up & Instruction Sheets Available



CHALLENGE ENTRY RULES

- ❖ Make n' Takes will be exchanged at our **October meeting**
- ❖ Artwork may not exceed or be smaller than 5" x 7" in outer dimension.
- ❖ Open to any medium on any surface and any subject.
- ❖ Photography is accepted but must have a solid backing board such as foam core.
- ❖ Original artwork only.
- ❖ Artwork that is fragile or not fixed should be protected.
- ❖ Artwork may be hung using push pins. If artwork is mounted on a frame, it must be wired for hanging.
- ❖ No signatures on the front of artwork. You may place your name or business card on the back.
- ❖ No limits on the number of entries.
- ❖ Artwork may be sold for \$20.00 to the public as a donation to CHQ.

HAVE FUN MAKING YOUR CHALLENGE!

Quilted Jacket Meetup:

We had our Kick-off meeting, and the ideas were percolating big time!! Thanks to everyone who showed up. I'll be sending notes from our discussion along with plenty of links to help you get started on your jacket. Our next meeting is scheduled for Wednesday, September 6th from 7:30 – 8:30 p.m. Be on the look-out for the Zoom call-in information a few days before we get together.



Sew Along Meetup:



We also had our Sew Along Kick-off meeting. It's all about Half Square Triangles!! A few of us mulled over some ideas and settled on incorporating HST's into our own pattern of choice. We can't wait to share tips on short cuts and ways to improve our accuracy. Our next meeting is scheduled for Tuesday, September 12th from 7:30 – 8:30 p.m. The Zoom call-in information will be sent a few days prior to our meeting.

For more information contact Anne Oswald at vicepresident1@courthousequilters.org

Committee Notes

4H Fair (Barbara Fusco)

Thank you so much to everyone who volunteered at the 4H Fair! This was a similar and yet new experience for us. Congratulations to our ribbon winners and a special congratulations to Anne for taking Best in Division!

Name	Category	Ribbon
Anne Oswald	Traditional	1st Place and Best in Division
Barbara Fusco	Traditional	2nd Place
Cass Garner	Traditional	3rd Place
Ellen Heath	Wall Hanging	1st Place
Al Accettola	Wall Hanging	2nd Place
Ellen Heath	Wall Hanging	3rd Place
Patty Gertz	Art	1st Place
Gina Krejsa	Art	2nd Place
Gina Krejsa	Art	3rd Place
Al Accettola	Modern	3rd Place

Boutique (Janet Bergman)

Boutique Buzz 4H Fair - We are just finished an amazing fair. The quilts were stunning (congrats to our many ribbon winners) and our booth not only looked amazing but we sold a ton of stuff! Thanks to all who helped out in any way. We made about \$1,200 profit in Boutique sales. If you worked the booth and have any ideas or suggestions for next year, please let me know asap.

Fabric Folding - Thank you so much to everyone who came out and helped fold fabric at the last meeting. We finished folding about 12 bins and will need to do this a few more times Hopefully we can get more people involved next time to get through the other 25 - 30 bins!

Janet Bergman and the entire Boutique Bunch

Bylaws and Standing Rules (Patty Gertz and Cass Garner)

At the September 17th member meeting of Courthouse Quilters votes will be held to approve the amended bylaws and standing rules. A 2/3 majority of the total membership is required to approve the bylaws, and a simple majority of members attending the meeting is required to approve the standing rules.

If you will not be present at the September meeting please indicate your vote and assign your proxy beforehand using the appointment of proxy form. You can mail the form to Gina or Patty Gertz, or scan the signed form and send it to either of them in email, by September 10th.

You can review the proposed bylaws and standing rules in the August newsletter or September President's Bulletin.

Thanks for your attention to this important matter.

Notice, Proxy/Consent and Waiver

The undersigned authorized representative of a Member of Courthouse Quilters, a New Jersey nonprofit corporation, has received and reviewed a copy of the amended bylaws.

CONSENT:

The undersigned authorized representative of a Member of Courthouse Quilters hereby votes as follows on the amended bylaws:

_____ Approves _____ Disapproves _____ Abstains

Date: _____

Print Name:

PROXY:

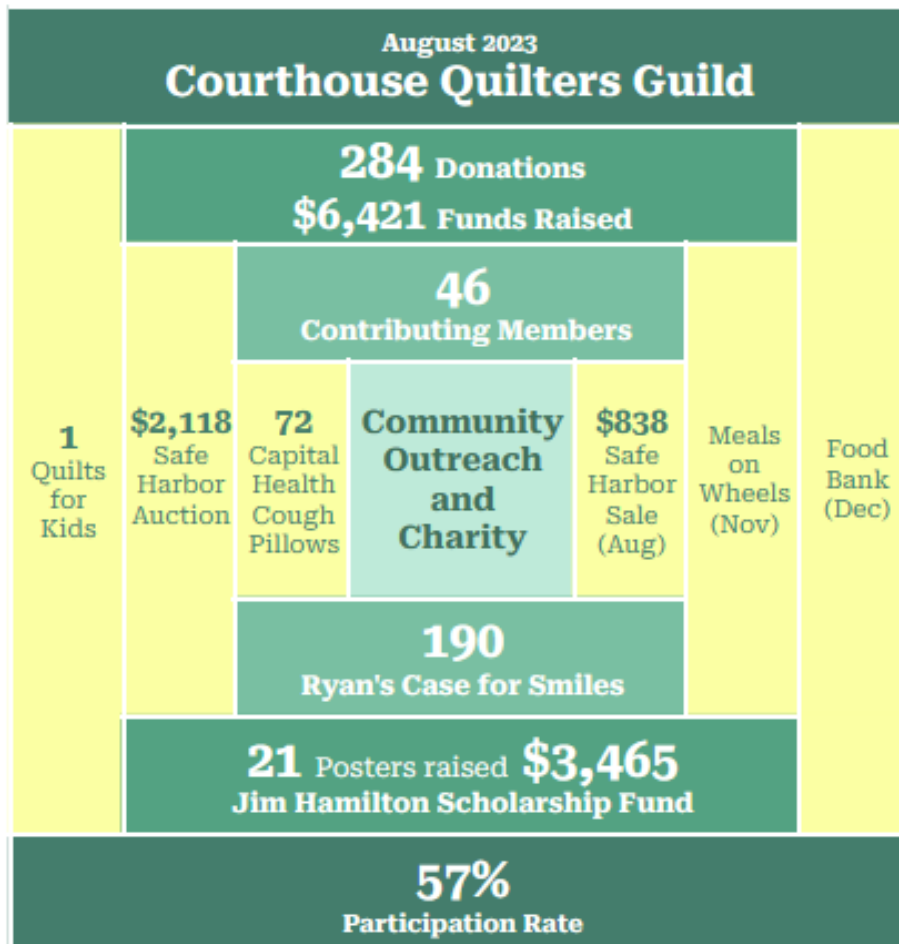
Should an insufficient number of consents be received by Courthouse Quilters approving the consolidation described above, then I hereby authorize

_____, as my proxy and attorney-in-fact coupled with an interest to vote on my behalf and in my stead on all matters that may come before any such meeting called by the President of Courthouse Quilters on the issue of amended bylaws. I direct my proxy that my views on the consolidation issue are addressed above under the *Consent* section of this form.

Date: _____

Print Name:

Community Outreach (Barbara Slaton & Cathie Giambalvo)



- Caring Heart Quilts
 - During the 4H Fair, we sold 21 quilts! This yielded about \$800 to our guild plus an \$800 contribution to Safe Harbor! Thank you to everyone who made a quilt or volunteered at the fair!
- Quilts for Kids
 - If you are interested in making a quilt - please contact Gretta ~ qmpiano@gmail.com or Margaretanne ~ margaretannereina@gmail.com. If you took a kit last month, please make sure that Gretta has your name on her list.

Historian (Cass Garner and Patty Gertz)

The process continues! Note: remaining photos will be at the September meeting!

We want to thank Carol Esch for organizing a subcommittee to go through photos we have collected over many years. I believe Jill Ferrari, Pam Ambrosio, and Betty Czerwinski were helping. We'd like to thank them all for helping with this project.

While we are thanking people, we'd also like to thank Lysa Martinelli, our 2024 Show Chair, for helping us determine what may need to be kept as a "hard copy" as we begin to digitize historical materials for the quilt shows.

Those at the August meeting know that hundreds of pictures were spread out on the table and members had a great time going through them and taking the ones that they wanted. I've been asked to bring them back for the September meeting so if you didn't have a chance at the August meeting you will have one more chance to go through them and please take any photos that you want.

Fun Fact: Carol Esch joined the guild about a month after it was formed. She is the earliest member of the guild who is currently still a member. (I specifically avoided saying she was the oldest member of the guild...you're welcome, Carol!) Pam Ambrosia, Babette Galinak joined about a month after Carol and Alice Sprenger joined soon after. They are all current members.

Looks like the original projected end date for this project may have to be extended into next year...Job security! Woo Hoo!

Cass & Patty

Hospitality (Donna Slovak)

Thanks to everyone for bringing so many delicious treats and toppings to our ice cream social in August. It was quite a tasty meeting! Thank you also to Maryanne Kenny for providing a variety of much needed cold drinks. Maryanne has also volunteered to bring snacks to our September meeting along with Val Smith. Thank you both for signing up!

If you are able to provide some snacks or drinks for an upcoming meeting, please use the sign up genius link or look for the clipboard snack sheet at our next meeting. [Monthly Hospitality Volunteers](#)

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)

Thank you to everyone who brought your quilt in to be included in the Mancuso Show. Be sure to go and see the exhibit at the Pennsylvania National Quilt Extravaganza September 14 -17th in Oaks, PA.

Classifieds

Opportunity to Teach - Maryanne Flachmeyer is looking for someone who would offer private quilting lessons. Her number is 908.625.6860.

ESACHarityArt.org, a nonprofit organization based in Milford, New Jersey, is proud to announce the official launch of its innovative marketplace website, dedicated to empowering U.S. artists and providing crucial funding to disaster response organizations. As the only dedicated online nonprofit art gallery that donates a portion of every sale to disaster relief while also supporting artists, ESA stands at the forefront of social impact initiatives.

Since its inception in November 2022, ESA has welcomed artists of all calibers, from emerging talents to seasoned professionals, united in the shared mission of aiding families and animals affected by natural disasters and conflicts. With an expansive pool of artists providing captivating artwork and a thriving economy of art sales, ESA is uniquely positioned to bring hope to those facing unimaginable hardships.

ESA takes pride in its ethical approach, with a commitment to donate at least 20% of every sale to disaster relief organizations. By facilitating charitable giving, without imposing any commissions, ESA allows artists to support worthy causes while retaining ownership of their art.

Please consider joining us by listing your artwork with Easel Street Alliance. 1) 20% donation after sale
2) No commissions
3) You hold onto your artwork and can keep working on selling it.
4) You join a community of artists that are collectively contributing to the betterment of all.

"ESA" - Easel Street Alliance: Funding Disaster Relief One Sale at a Time.

Thank you,
Deborah Marcks Spork
Easel Street Alliance
Email: info@esacharityart.org
<https://www.esacharityart.org>
908-323-4732

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 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

COURTHOUSE QUILTERS

2013 BYLAWS, Amended 2018, Amended 2021, Amended 2023

Article I: Name

This non-profit, 501(c)(3), quilt Guild shall be called **Courthouse Quilters**.

Article II: Purpose

The purpose of this Guild is to preserve and promote the tradition and history of quilting; to foster fellowship among interested persons in all aspects of quilting; to sponsor and support educational quilting activities; to encourage quilt making and collecting; to promote the appreciation of quilting throughout the community; and to support charitable activities.

Article III: Membership

Section 1.

- a. Membership of this Guild is open to all individuals interested in the art of quilt making.
- b. All members shall pay annual dues, as established by the Board, at a rate set by a majority vote at a regularly scheduled meeting.
- b. Current Members are those individuals who pay annual dues (see Standing Rules #1.)
- c. Each current member is entitled to one vote on any issue presented to the general membership.

Article IV: Finances

Section 1.

Guidelines for the guild's finances are as follows:

- a. Annual dues are paid, by members, to the membership chairperson by the first meeting of a calendar year and will be pro-rated semi-annually for new members only. Dues are not refundable.
- b. For new members who join during the show membership dues extend from the show through the following calendar year.
- c. The Board may adjust annual dues to meet the operating expenses of the Guild with approval by a majority vote at a regularly scheduled meeting.
- d. Applications for Grants to benefit the Guild must adhere to the guidelines set forth in Standing Rules (see Standing Rules #2.e.)
- e. The guild must adhere to an annual budget, voted on and approved by the board each January.

Article V: Officers

Section 1. Five elected officers will comprise the Executive Board of this Guild and will be:

President
First Vice President
Second Vice President
Treasurer
Secretary

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.

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.

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, suppling 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.

EXECUTIVE BOARD, COMMITTEE CHAIRS, SPECIAL COMMITTEES 2023

Executive Board

President: Regina Krejsa

1st Vice President: Anne Oswald

2nd Vice President: Laura Kohl

Treasurer: Kerry Cogan

Recording Secretary: Cheryl Dennis

Corresponding Secretary: Juliet Leonard

Committee Chairs

4H Fair: Barbara Fusco

Boutique: Janet Bergman

Charity & Outreach: Barbara Slaton

Circulation: Lauren Lupica

Historian: Patty Gertz & Cass Garner

Hospitality: Donna Slovak

Librarian: Mary Ann Hampton

Licensing: Dyan Rosario

Membership: Cathie Giambalvo

Newsletter: Al Accettola

Photographer: Al Accettola

Publicity: Dyan Rosario

Quilt Show: Lysa Martinelli

Raffle Quilt Construction 2024: Anne Oswald & Jill Ferrari

Raffle Quilt Sales 2024: Penny Armagost

Web Presence: Lauren Pine

Courthouse Quilters Guild - Our Mission

The purpose of our Guild is to:

- preserve and promote the tradition and history of quilting.
- to foster fellowship among interested persons in all aspects of quilting.
- to sponsor and support educational quilting activities.
- to encourage quilt making and collecting.
- to promote the appreciation of quilting throughout the community.
- and to support charitable activities.