

**Racing Fingers Quilt Guild
Governing Board Meeting
May 16, 2026
Location: Home of Sharon Kalinowski**

Attendees: Sandra Alfaia, Pat Aschman, Kathi Carlson, Laura Cosler, Linda Derryberry, Kelly Edman, Lynne Fraas, Sharon Kalinowski, Nanette Long, Patti Mirabile, Joe Pickard, Coral Shattuck

Call to Order: The meeting was called to order at 10:15am by Sharon Kalinowski (Presiding)

Welcome:

Job Description Request: Members of the Governing Board are requested to submit brief job descriptions to Sharon for the presidents Reference Binder. Please refer to recent e-mail request. Content should include, but not limited to the following:

- Work required
- Approximate hour per week or month the job takes
- Any deadlines that are required (ex. Tax filing)
- Computer tools used (MSWord, Excel, QuickBooks, etc....)
- Contact people and their information
- Any expenses...real and donated

Written Monthly Reports: Reminder that written monthly reports are required to be submitted from the secretary, treasurer and outreach committee.

General Membership Numbers: The current monthly meeting location at United Church of Christ is believed to have a maximum capacity of 97 persons. We currently have approximately 105 members with monthly attendance averaging 50-70 persons.

Discussion items included:

- Contacting church officials to discuss topics to include accurate capacity limitations, possibility of contract with costs identified, hall set-up and breakdown responsibilities, and storage agreement.
- Lynne Fraas raised the possibility of both an afternoon and evening monthly meeting. Pro's and con's included increased space, time convenience for those who are working or have night driving restrictions, increased room rental costs, necessity of Governing Board requirement to attend two monthly meetings.

- Nanette Long raised the possibility of a “Growth Committee” to consider the impact of increased attendance.
- Kelly Edman reported that she has investigated the alternate meeting locations of Advent Health and Daytona State college. Costs have not been discussed with the locations and consideration must be given to need for storage and non-general meeting events (ex. Sit and Sew). Nanette and Kelly will work together to investigate possible alternate sites.
- Motion by Coral Shattuck was made to form a “Future Planning” subcommittee to address the above issues. The motion was seconded by Kathi Carlson, all present approved.

Fidget Quilt Time: It has been reported that there has been very low attendance at the Fidget Quilt time. There was discussion on the importance of members supporting our outreach causes. Coral suggested making Fidget Quilt Kits and asking members to take them at the meeting to assemble at their convenience. Joe suggested that we consider extending the budgeted Fidget Quilt time to include other charity quilting (pillowcases, surgical pillow, charity quilts, etc.). Linda Derryberry has keys to the storage and can assist in accessing items needed for the projects.

The board voted to expand the Fidget Quilt time include all charity work.

Mid-Year Financial Check: Judy Russell was not in attendance; there have been no reported issues with budget.

Batting Availability: Charity quilts have a need for batting to complete projects. Linda volunteered to follow-up with Pellon who offers charity discounts but requires travel to Clearwater for pick-up. The current budget is \$350 which is felt to be insufficient to meet our current need. Joe recommended that an individual be identified to audit and order batting on behalf of the guild. A motion was made by Kelly Edman to extend the budget from \$350 to \$600 to cover all our charity projects. The motion was seconded by Sandra Alfaia; all approved. Linda will speak with Sue Martin to find out the amount of non-Quilt of Valor designated batting currently available for charity use.

Assessment of Web Page: Members were invited to share their observations and opinions of the new web page. Comments included:

- Guild Directory to be added to Webpage.
- Direct requests and recommendations regarding the webpage should be given to Kimberly Cline and to copy Sue Chance
- Request for RSVP confirmation system
- Anonymous voting tabulation to begin with the fall board elections.

- Electronic dues collection system is ready for November.

Facebook Page: Lynne Fraas reports that Facebook posting is going smoothly with no problems to report. Lynne has been responding to questions posed on Facebook site. Meeting Videos will not be posted on the internet. Patricia Mirabile questioned the current video storage and archiving process. Sharon will follow-up with Peter.

President's Binder: Sharon Kalinoski shared the ongoing progress of the Presidents Binder she is creating. Categories include: contracts, job descriptions, outreach reports, budget, bylaws/standing rules, meeting notes, treasurer reports, programs, and documents.

Sue Chance will keep latest copies of bylaws in an editable format on the website. The digital name tag template is currently in the possession of Diane Hoefer. Patricia Aschman will arrange to have it delivered to Sharon for storage in the binder.

Fabric Donation: Qualified donations (those over \$250) should be valued for record keeping and possible tax purposes. Receipts and records may be required for expense reimbursement that benefit charities.

Length of General Meetings: It has been noted that the length of our general meeting has been running long. Necessary topics for each meeting include minutes approval, treasurers report and charity donation updates. Members should be reminded that social time is designated from 6-6:30 pm. It was recommended that social time also be utilized for assisting persons with web site as needed. It was suggested that limiting the number of show and tell items to three and reminding participants to keep discussion of the shared item brief.

Possible Future meeting topic: It was suggested that there be a "Time and Talent" type of presentation to introduce committee chairs and describe their roles and purpose to encourage increased member participation.

Standing Rules for Donations: Rules for donation acceptance is needed to clarify the process. Items identified to be included in the rule include:

- Process for accepting fabric donation with consideration of storage availability
- Members are responsible for disposition of item that they accept for donation.
- Include a reference list of other organizations that accept fabric.

Review of Bylaws: RFQG bylaws were reviewed and discussed. Additions, deletions and clarifications were made where needed. All agreed that gender specific terminology should be removed and replaced with job title. Clarification of Governing Board members and Extended Board members was discussed. Elected officers and Chairperson's are counted

as voting members of the extended board. This work will continue with a smaller working group (3-5) later as determined by the executive Board. Where work is needed is in the area defined by the committees: **ARTICLE VII. DUTIES OF STANDING COMMITTEE**

CHAIRPERSONS.

Meeting Adjourned at 2:30pm

Respectfully Submitted,

Laura Cosler,

Secretary, RFQG