

Bay Area Quilt Guild

General Information

General Meeting Programs:

Much effort goes into planning and arranging our Guild's programs, held in conjunction with the regular monthly meeting the 1st Tuesday evening of each month. We have a wide variety of topics and speakers, both national and local.

Board Meetings:

The Board of Directors and Committee Members meet the Monday after the General Meeting each month. Guild members are welcome to attend. Board Meetings follow the By-Laws and Robert's Rules of Order, Newly Revised.

Workshops:

On occasion, the Guild offers workshops, usually in conjunction with the program speaker of the monthly meeting. A fee for the workshop is charged to those members participating.

Membership Dues:

Our membership year runs May 1st to April 30th. Annual membership dues are \$25.00 for the year and are due May 1st. For new members joining after October 31st, dues are \$12.50. Payments may be made in cash or by check made payable to Bay Area Quilt Guild. Members who are age 90 or older at the beginning of the new annual membership year (May 1st) will become honorary members and are no longer required to pay dues.

Newsletter:

Members are sent an electronic newsletter each month via their email address. Members without an email address must either select an email 'buddy' - someone who will provide them the newsletter each month, or will need to pay \$25.00 to receive the newsletter by postal mail. The \$25.00 annual fee is paid when membership dues are paid.

Pins:

Bay Area Quilt Guild pins are available at monthly meetings at a cost of \$5.00 per pin. They can be obtained from the Hospitality Chairperson.

Name Tags:

The New Member orientation packet contains two name tag patterns: one is a quilt design; the other is a cross-stitch design. These patterns are merely suggestions. Feel free to be creative and design your own. The important thing is to make and wear a name tag to each meeting. This makes it much easier to get to know one another. Failure to wear a name tag to a meeting can result in a request for a \$.25 donation for a paper name tag.

Sign-In:

Members are requested to sign-in at each meeting. The sign-in sheets help us capture how many members are attending each meeting, which is helpful in planning for refreshments, handouts, chair set-ups, etc.

Refreshments:

Refreshments are a fun part of our meetings and with our system, you will only have to bring food and beverages once during the year. Usually there are 8 to

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10 members who bring food each month. All members are encouraged to participate. Members are selected alphabetically for food. Beverages are donated by those with birthdays during the specific month of the meeting. Members are typically sent an email reminder by the Hospitality Chairperson when it is their turn to bring food or beverages. It is also posted in the newsletter each month. If you are unable to bring food or beverages during the month requested, please bring them another month when you are able to participate.

Service Projects:

The guild has a number of organizations that are recipients of our quilts and other items we make throughout the year. If you have an organization you would like to be considered as a recipient, please contact the Service Project Chairperson. All Guild members are encouraged to participate in making service projects, but it is not a requirement; it is all voluntary. And for the quilts, it is a joint effort, as some members like to piece the quilt tops, some like to quilt, some like to bind - through everyone's efforts, it all gets done.

One meeting each year is dedicated to service projects. This is a fun filled day where members gather to make quilts, cool neck ties, turbans, and other items for the Guild's service projects. Even if you don't have time to spend the entire day with us, you can come for a few hours and help cut, bind, iron, etc. There is always something to do at every level of expertise. This is also a great way to get to know your fellow members a little better after spending the day with them! We usually end the day with a great meal and great conversation.

Scrap Exchange:

All members are invited to participate in any of the exchanges. The Scrap Exchange Group trades completed "blocks" constructed with specific guidelines. The group meets on the 4th Thursday of the odd numbered months (Jan/Mar/May/July/Sept) and 3rd Thursday of November at 7:00 p.m. at Fabrics Etcetera, located at 571 West Bay Area Blvd in Webster. Any scrap exchange member can propose a pattern design which is then voted on by the entire group. Extra blocks that are made are usually donated to the guild's Silent Auction. Guild members may join the group at any time. Patterns and instructions are usually provided at the meeting, and meeting dates are posted in the monthly newsletter. The guidelines, patterns, instructions, deadlines, and meeting dates can all be found under [Scrap Exchange](#) on the guild's website.

Lottery Blocks:

Guild members may participate in the lottery blocks by making the designated block, and bringing it to the next meeting for the drawing. A member's name is put into the drawing for the number of blocks returned. The winning name receives all the blocks. Instructions for the next month's block are available at guild meetings, in the monthly newsletter, and on the guild's website.

Bees:

Bees serve various purposes; in our guild, both social and educational. If you would like to join in on the fun by joining an existing Bee or establishing a

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new one, contact the Bee Coordinator. No prior experience is needed, as members are patient and supportive of beginners.

Secret Pals:

If there is enough interest, Secret Pals organize December and June for the following number of months specified at the time of each participation request announcement. Those participating fill out informational forms. The forms are secretly exchanged. Once each month and on special occasions (birthday, anniversary, etc.), send a card or a small gift to your secret pal. Secret Pals are revealed at the May or December meeting.

Birthday Pals:

If there is enough interest, Birthday Pals sign up members during the December Guild meeting. Each member sends a fat quarter to other members on their birthday and receives fat quarters from each member on her birthday.

Library:

Our Guild has a large number of interesting and informative books that can be checked out by Bay Area Quilt Guild members on a monthly basis. We appreciate promptness in returning library items so all may enjoy the service. Each book has a checkout card enclosed. It is to be dated and signed when the book is checked out. The card should then be placed in the designated container. Place the books in the Return box when finished. Donated items are always welcome. As our Guild Library has grown quite large, it has become impossible for the Librarian to display the entire collection at the meetings. You may request a particular item from the Librarian if it is available. An up to date library list is on the web site: bayareaquiltguild.org

Door Prizes:

Door prizes are displayed and tickets are sold before the meeting and during the break for \$.50 a ticket or three tickets for \$1.00. Members and guests can purchase door prize tickets. You must be present to win a door prize.

Show and Tell:

This is always a fun and educational part of the monthly meeting. Show and Tell is an opportunity to share your creations and special heirlooms or to sit back, relax and become inspired by the wonderful array of beautiful projects. Complete the Show and Tell form at the Hospitality Table if you want to "Show and Tell". The form is also available on the guild's website. The form provides the necessary information for the secretary to include in the minutes for the newsletter. The form must also be completed to grant permission to post the Show and Tell photo and the member's name on the guild's website.

Retreat:

The Guild holds a Retreat or get-away weekend once a year. Guild members register on a first-come, first-serve basis. The retreat is held at a location convenient to Houston. Room and Board, communal sewing room, door prizes, mini classes, and games are some of the things offered. The Retreat is usually announced at the October meeting and held in early spring of the following year. If a Lottery is required to determine who can attend the Retreat, members

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who paid their dues prior to June 1st will be given priority. Details and forms will be provided in the newsletter each year.

Auction:

One meeting in the spring is usually set aside for the Auction. This is a major fundraiser that helps defray operating costs for the Guild. Members and non-members donate items to be auctioned. Past items includes quilts, quilt tops, blocks, fabrics, notions, other crafts, scraps, etc ... the list is endless. Bidding rules are explained at the time of the auction. The Auction includes a Silent Auction and a Live Auction, which can get pretty "lively"!! This activity is a lot of fun and eagerly awaited! Bring a guest or a few guests, and tell them to bring their checkbook. This is a fundraiser so the more the better.

Annual Banquet:

During the month of May, the Guild holds its annual Banquet and installations of officers. If you are interested in any of the officer positions, you can read about these positions in our By-Laws; a description of each position is provided.

Quilt Show:

The Guild has a Quilt Show every other year (odd numbered years), usually in the spring. This is a large undertaking and requires the efforts of the entire membership. All members are encouraged to enter their quilts and share the guild's love of quilting with the community. Members are also encouraged to donate a mini-quilt, a banner, and some items to sell at the boutique to help defray the cost of the quilt show; however, this is all voluntary.

Conservation Booth/Quilt Festival:

For several years, the Guild has staffed the Conservation Booth at the International Quilt Festival in Houston each fall. The displays and handouts on preserving quilts have been well received by those in attendance, and it has been good publicity for the Guild. It is FUN to meet and talk to so many quilters! There is information available to provide you with the background you need to answer questions. Generally, members work a few hours and receive a pass for free admission to the Festival for the day they work.

Donation Quilt:

The Donation Quilt is one of the major fundraisers for the Guild. The money raised from selling tickets for this quilt is used to help defray the cost for the Guild's operating expenses. Each year, guild members design, piece, quilt and sell tickets for this quilt. The drawing for the Donation Quilt is held at the December meeting.

What you need to know about the tickets:

- Members are asked to sell a minimum of \$20 worth of tickets (what you are provided at the meeting). If more tickets are needed, please contact the Donation Quilt Coordinator.
- Tickets sell for \$1 each, or 6 for \$5.00.
- Tickets are actually easy to sell once you show a photo of the beautiful quilt, so be sure to have a photo of the quilt on your smart phone handy to show your friends, family, beautician, nail tech, etc.

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- Members should put their name on the back of each ticket sold; however, that is not necessary if you are purchasing the tickets yourself.
- If you sell the winning ticket, you will receive a prize.
- If you sell the most tickets, you will receive a prize.
- Members will get a 'pink' ticket for each \$20 worth of tickets sold. All the pink tickets will be put into a drawing, which is usually for a smaller version of the donation quilt. Therefore, the more tickets you sell, the better chance you have of winning the small quilt.
- Members are often asked to volunteer to take the quilt to other guild meetings to sell raffle tickets. This is a lot of fun. You get to see how other guilds operate and you often get to see great speakers. You get to put your name on the back of those tickets sold and you will get 'pink' tickets for each \$20 worth of tickets sold, which betters your chance for winning the small quilt.
- If you are able to bring the quilt to work or personal functions, please contact the Donation Quilt Schedule Coordinator to schedule the Donation Quilt. Just displaying the quilt will generate interest and the tickets will be easy to sell! And don't forget to pick up extra tickets to have on hand!
- Ticket stubs and money can be turned into the Donation Quilt Coordinator at each meeting; there is no need to wait until the last meeting. Start selling those tickets now!! And always remember - we benefit from the sale of these tickets.

Christmas Party:

At our December meeting, we do not have a program. The December meeting is set aside for the annual Christmas Party. There is a meal and then typically, the Committee and Board members have provided the dessert but other members are also welcome to bring goodies. The entertainment for the evening varies on the Party Girls' plans. Don't miss the fun.

Discounts:

Did you know that by being a guild member, you may be eligible for a discount at some quilt shops? Fabrics Etcetera, located at 571 West Bay Area Blvd in Webster, is a big supporter of our quilt guild and usually provides a 10% discount on fabric, thread, books, notions, etc., but be sure to show your membership card and ask for your discount before they ring you up! If shopping at another quilt shop or at JoAnn's, ask if there is a discount for guild members and show your membership card. It is worth a try!!

Magazines/Books for Sale:

At most meetings, there are usually magazines and books for sale. The magazines are usually donated. Some books are donated and some books are pulled from the guild's library. Funds from these sales help to purchase new books for our Library.

Personal Ads in the Newsletter:

Personal Ads in the newsletters for selling quilt related items such as a sewing machine or a quilting machine, are free to guild members, as this benefits other guild members. To place a personal ad in the newsletter, please

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email all your information to the Newsletter Chairperson before the 15th of the month, which is the deadline for all articles for the next month's newsletter.

Friendly Faces:

The Guild is full of friendly faces and generous individuals. If you need a ride to a meeting, call someone in your Zip Code area and you will probably find help. Birthdays are listed on the roster so you can brighten someone's day with a card or call. If you have any suggestions, call or email a Board Member or Committee Member and share your ideas.

BAQG Website and "Members Only" Section:

Guild website is located www.bayareaquiltguild.org One of the features of this website is the **Members Only** section. This section includes the Newsletter, Roster, By-Laws and anything that we do not wish the general public to view. Each member has been assigned a 3 digit member number. You will have a username which is your name in lowercase written together (*janestatham*) and your password will be your three digit member number. Both of these are used to access the Members Only section of the Web Site. Your member number will be provided by Jane Statham (281-481-8106 or janestat22@gmail.com) and will never change. Recording your **Member ID #** on your membership card is a good place to keep track of this number. Every member is assigned a number even if you do not use the Web Site.

We hope you enjoy your association with the Bay Area Quilt Guild!