

HHQG 2022-2023 Annual General Report from Executives

President – Ida Jenkins

Prepared Guild meeting agendas

Sent the zoom invitation to Irene Rushworth, who used her membership master list to send it out to the members and the speaker.

Facilitated the Guild meetings via Zoom.

Answered inquiries throughout the year from members

Facilitated the executive meetings via Zoom

Prepared executive meetings Agendas

Prepared President's Annual Report and assembled the individual Executive Committee reports into one cohesive document.

Put out a President's Challenge for a Techniques piece. Judging will take place at the AGM in June

Facilitated the May/2023 In-person Workshop at the Trinity Church in Acton with the help of Irene Rushworth and Donna May who assisted with set-up

Arranged pick-up of the Outreach fabric, kits, finished quilts and the bins with ironing board, iron rulers, etc. from Joan Lovegrove

Assisted Margaret Newey with the fat quarter prizes for the zoom meeting and the workshop

Searched for and found a venue for the upcoming Guild year of meetings and workshops

Updated signing authorities with the bank

Collected the mail at the post office when Margaret Newey was not available. This has now been passed on to Donna May/Secretary

Past-President – Vacant. Report respectfully submitted by Ida Jenkins/President

I have with the help of my executive members, been perusing leads to have vacant positions filled.

There have been many changes within the executive. Donna May took on the role as Secretary, Irene Rushworth took on the role as Treasurer and passed down her previous role as Programmer to Melinda Noble. Barbara Shein took on the role as Newsletter Editor as no one else was volunteering (Previously held by Irene Rushworth). Margaret Newey took on the additional role as Website

Administrator/Historian. Lisa Rossetti took on the roll of Publicity Convener part way through the year.

Joan Lovegrove has just completed her 2yr term as Outreach Convenor. We have a candidate in line and are awaiting the vote at the AGM meeting.

We have a candidate for the Workshop Convener and are awaiting the vote at the AGM meeting.

Vice President – Vacant

No report submitted

Secretary – Donna May

I have enjoyed being your secretary for the year 2022/2023. I started keeping the minutes in November 2022. I have attended and kept minutes for all of the general meetings except February 2023 when I was out of the country. I also kept the minutes for both executive meetings. I estimate that I have spent 2 or 3 hours drafting each of these minutes. I have learned a lot about how the Guild functions and many of your names. I thank all the members of the Guild and Executive for reading the drafts and offering corrections when needed. I look forward to serving as secretary for you next year.

Treasurer – Irene Rushworth

Income for the year totalled \$1,725.00 amounting from the membership of 1,425.00 and newsletter advertising of \$300.00.

The expenses, because of zoom meetings, again remained relatively low. The total to-date is \$3,212.19 (soft number until month end), with the program being our only the major expense of \$1,653.00. A full and accurate budget will be provided at the AGM for review.

As we look toward our new Guild year, and a return to in person meetings, we can expect to resume opportunities to increase our income through engagement in guild activities and increased advertising revenue

As this was my first year as your Treasurer, I have learned a lot with the support of the executive, and I look forward to continuing in this role.

Outreach Convener – Joan Lovegrove

There has not been a lot of activity with Outreach this year, but I am sure once we are meeting in person things will improve.

We now have 17 Adult quilts completed and ready to be distributed with 2 more being bound. There are also 9 Children's quilts ready and waiting to go to a new home.

I have sorted through the outreach bins and have them labelled so it will be much easier to find what we are looking for.

At Christmas time we donated 75 placemats to Links to Care for Georgetown and Acton and 50 to Allendale, Milton for their folks who receive meals at Christmas time .

The order of Eastern Star is raffling off one of our quilts this summer and the money will be going to the Milton Hospital. The O.E.S. is affiliated to the Masons and Shriners and I have been a member since 1970 (53 years next month). It is an organization that does a lot of benevolent work raising funds for many wonderful organizations such as cancer, hospitals, summer camps for cancer patients and many more.

We will finally be meeting in person in June. This will truly be wonderful after 3 ½ years. See you all soon.!!!

Newsletter Editor – Barbara Shein

At the beginning of the 2022-23 year the Newsletter Editor position remained unfilled.

Newsletters were not published until November 2022 when I took on the editor's position and joined the HHQG executive.

I accepted the position of Newsletter Editor with some basic knowledge of creating documents, but have had to significantly increase my ability to organize, format and edit documents.

The saying "Feet first...Learn fast!" has been very real for me over the past few months.

My responsibilities have been:

Receive and edit submissions from HHQG Executive and members-at-large

Create a monthly newsletter that includes timely submissions of articles and advertisements

Create and maintain a database of the membership information

Send out the newsletter to members approximately 1-2 weeks before the monthly meeting

Thank you to Irene Rushworth who has assisted me with tech tips and stepped in to create the March newsletter when I was recovering from eye surgery.

At the beginning of my term, Irene was sending out the completed newsletter. Beginning with the May issue of the newsletter, I have now taken on that function as well.

Minutes from the General Meeting are now being distributed with the newsletter so that everyone can see and read them before the next meeting.

I do hope you are enjoying your newsletter and I look forward to continuing as your Newsletter Editor next year.

Program Convener – Melinda Noble

No report submitted

Observations/report respectfully submitted by Ida Jenkins/President:

Prior to passing down her role as Program Convener, Irene Rushworth secured the speakers for the meetings as follows:

September/2022 - Peter Byrne

October/2022 - Kelly DuMaresq

November/2022 - Rhonda Pierce

Melinda Noble secured the speakers for the meetings as follows:

January/2023 - Bill Stearman, referral by Ida Jenkins

February/2023 - Tara Starzomski

March/2023-No speaker (last minute back out, due to health issues), so the Executive came together to arrange for member lead activities with Zoom breakout rooms, suggested by Ida Jenkins and 2 truths and a lie (game), suggested by Barbara Shein, etc.

April/2023 - Brandon Williams (Wulff)

May/2023 - Samuel Gordon

Ida Jenkins secured the speaker for the October/2023 meeting with some additional leads for Melinda Noble to pursue and at the June Executive Meeting it was determined

that for the November/2023, we would do a member-lead sewing evening facilitated by the Outreach Convener.

At this time, the September meeting has not been finalized but should be set by the end of June.

Membership Convener – Margaret Newey

We registered 47 members for this year.

Coordinated with Treasurer for annual membership fees collected either by cheque or e-transfer,

Kept a log of registrations on an Excel spreadsheet and followed up by email in August and September with those who hadn't registered yet.

Maintained the Master List of members on an Excel spreadsheet. Forwarded it to Ida Jenkins/President, Barbara Shein/Newsletter Convenor and posted on the website when there were changes. Note: 3 versions of the membership list are maintained for members that have requested that only their name be listed on the website but no other personal details.

New members were issued a welcome email. Guild pins will be distributed when we meet again in person. No name tags were ordered for new members this year.

The membership fee was offered at \$30 for the 2022-2023 year.

Fat Quarter Draws are suspended while no in person meetings being held. We have enough fat quarters on hand to supply us for when we are able to meet again in person.

Newsletter: Report attendance and welcome any new members.

Executive Meeting: Due to a bereavement I was unable to attend executive meetings since January with the exception of the June 5th extra catch-up meeting.

Website Administrator/Historian – Margaret Newey

Replying to e-mails sent to me from website

Added June 2022 Annual Report and Financial Statements to WWW.HHQQ.CA website

Added meeting minutes to website

Added newsletters to website

Added new members access when requested

Updated info on website when required

June 2022 Paid Wix.com payment \$176.28 US, will renew again June 2023

Attended Guild meetings when possible

Executive Meeting: Due to a bereavement I was unable to attend executive meetings since January with the exception of the June 5th extra catch-up meeting

Librarian Convener – Sheilagh Yuschyshya

All of the books, magazines and other library materials have been moved to Lorna Blanchette's home in Acton. We have only one book still outstanding. I look forward to a time when we secure a place to meet and again start to circulate our collection to the membership.

Workshop Convener – Vacant. Respectfully submitted by Ida Jenkins/President

As there was no official Workshop Convener, Ida Jenkins offered to run a workshop for the guild. Irene Rushworth suggested the pineapple paper piece block, which was unanimously cheered by the Executive members. Ida didn't need any more encouragement to run with it. The workshop was held on May 13th from 9:30am-3:30pm at the Trinity United Church in Acton. There were 11 participants in attendance, plus Ida Jenkins as instructor. Cost was \$5/participant, which went directly to the church. Ida did not charge. A good time was had by all, especially after such a long break, due to COVID.

We have a candidate for the Workshop Convener and are awaiting the voting at the AGM meeting.

Publicity Convener – Lisa Rossetti

I came into the position late in the year, so I don't have much to report. I was not successful securing advertising space to promote the Guild and Guild activities. Moving forward, I am investigating advertising online with the Independent and any online resources I can find. I also plan on utilizing bookmarks at local quilt shops and members of the executive have offered to assist with dropping them off at local shops.

I would like to make note that I took the position with the understanding that I have limited time to dedicate to the position and its responsibilities, which includes going to shops to promote or going to other guilds to promote. I had asked for a partner in the position but to date I do not have assistance.

I hope to grow our online presence in 2023/24

Non-executive Positions: No report required

Postcard Exchange – Margaret Newey, organized the interested members into smaller groups and sent out notices/reminders.

Zoom Sew & Chat – Margaret Newey, sent out Zoom invitations to members interested and facilitated the day's event.

Group Facebook page – Margaret Newey, monitored the page regularly, added content and facilitated small notices to try to increase participation.

BOM – Melinda Noble, a block pattern for October was distributed to interested

Hearts & Hugs – Elaine Karton, Get-well, condolence and birthday wishes cards were sent out virtually. Occasionally a paper card was mailed.