

Meeting Minutes
Chapter Advisory Board Meeting
November 21, 2016

Attendees: Kathleen Chrisman, Janet Wendt, Vida Puryear, Carolyn Howerton, Mary Meade-Lee, Willie Loyall, Jeni DeRusha, Paula Jarvis, Dianne Portwood, Joyce Barry

Not in Attendance: Sharon Simsick, Judy Mathews, Angela Basmajian, Chris Bell, Beth Hardy

Guest: Alice Murray

Call to Order: Meeting was called to order by Kathleen Chrisman, President at 10:00 am.

Approval of September minutes: Carolyn Howerton made a motion to approve the September minutes, Jeni DeRusha seconded. The minutes were approved.

Treasurer's report: Was presented and reviewed. The entry for \$37.00 for the Chapter on the Silent Auction was explained and discussed.

Committee Reports:

Hospitality: Duties for 2016 completed.

Newsletter: The first quarter newsletter is being developed. Still need photos and reports from several Neighborhood Groups. The deadline to get reports to Joyce is December 1st.

Membership: Currently we have 228 members. If the Neighborhood Group Leaders need Welcome Bags, they need to contact Jeni. Kathleen will notify Leaders. As a side note, Jeni's area at All Brands is not to be gone through for brochures, newsletters, etc., without her knowledge and approval. The missing brochures were located.

Education: Kathleen's Surface Embellishment Class is being postponed until next year.

Publicity: Better guidelines need to be established in 2017 as to duties and responsibilities.

Neighborhood Groups: The East End NG does not have a leader for 2017 and the Kids Sew, Too NG is looking for a new location for 2017. "Itch to Stitch", the new embroidery group, will meet on January 18 at All Brands

Community Service: No Report

Retail Liaison : No Report

Web Mistress: The Website needs to be updated for December.

Old Business:

Bazaar: Several items if we can use the Moose Lodge in 2017:

Lighting for the inner tables needs to be improved

Vendors do not get a free lunch

information that admission to our event is free needs to be put on flyers

set up and clean up was a problem

Christmas music needs to be added

door prizes need to be called more often and need to switch to tickets instead of filling out forms,

get vendor's to do a write up about themselves to go with door prizes

need to add what will be sold to the vendor registration form.

Day retreats: N/R

New Business

Due to limitations providers put on group emails, a mailing service will be considered for next year.

CAB luncheon - Kathleen will contact Red Lobster and the Olive Garden.

Fashion Focus will have co-leaders in 2017, Paula Jarvis and Alice Murray.

Pastor Jay has offered their Community Room to us.

Meeting adjourned at 12.25.

Submitted by: Vida Puryear

Treasurer's Report 10/30/16

Zipper class	160.00
Dues	<u>350.00</u>
Income	510.00

Balance Sheet

Checking	5,122.47
Savings	5,749.01
2017 Appomatox deposit	200.00
Toano excess cost	<u>24.96</u>
Total Assets	11,096.44

Excess 4H retreat fund 2013-14	(918.79)
Bazaar	(899.29)
Charity fund	(552.13)
Equity	<u>(8,726.23)</u>
Total Liabilities & Equity	(11,096.44)

ASG Appomattox Retreat Report

Received: \$6,025.00

Amount charged: 6,133.73

Deposit for spring, 2017 200.00

6,333.73 billed

318.73 paid from excess 4H retreat fund

Misc. Expenses: \$450.00 (door prizes, raffle tickets etc.)

Appomattox retreat excess

from spring 2016 443.64

6.66 paid from excess 4H retreat fund

Sub-total **325.39**

ASG Fall Bazaar Expenses

November 19, 2016

Deposits: \$1,150.00

Refunds: 50.00 (Laverne Morton & Michael Denton)

Moose Lodge: 550.00

Printing: 70.55

\$479.45

Members

ACCOUNTS RECEIVABLE LEDGER

American Sewing Guild Bazaar
November 19th, 2016

	NAME	CHECK _{NUMBER}	E-MAIL	TABLES	AMOUNT OF CHECK	DE
1	Judy Rich	13184	Judy-rich@comcast.net 804 304 8718	1	\$20.00	
2	Kathleen Chrisman	4603	sewwild@aol.com 730 3369	2	40.00	
3	Sandy Allen	2384	San804@verizon.net 804 737 0215	2	40.00	

4	Dianne Portwood	1110	Dportwood1@verizon.net 737 3085	1	20.00	
5	Jennifer DeRusha	1312	Tucson212@aol.com 363 6421	1	20.00	A \$20
6	Lenette Howard	1771	lenette howard@comcast.net	1	20.00	
7	Carolyn Howerton	cash	Khowerton2724@comcast.net 748 6571	1	20.00	
8	Laverne Morton	1208	Refund	1	20.00	
9	Rose Ravia	cash	Rocky2pockets@gmail.com 264 2693	1	20.00	
10	Brenda Burch	2622	jbbneedles@verizon.net 804 935 8979	2	40.00	Aug 120
11	Jayne Dittman	334	Jayne1@centurylink.net 434 591 4595	1	20.00	
12	Linda Grainer	1965	lindagrainer@hotmail.com 273 0032	2	40.00	60.0
13	Judy Atkinson	11385	Judyatkinson64@gmail.com 804 746 2607	1	20.00	
14	Ramona Pirovano	1629	Ramona23227@aol.com 262 6154	1	20.00	
15	Yvette Welch	115	Ladylauris77@aol.com 804 774 8480	1	20.00	60.0
16	Linda Garthaffner	cash	Lvis5413@yahoo.com 804 304 0040	1	20.00	Oct 20.0

17	Sharon Dunkum	1679	Sdunkum12@gmail.com 804 497 0369	1	20.00	
18	Dianne Finnegan	807	Diannefinnegan28@gmail.com 867 7101	1	20.00	
19	Linda Barker/Crazy Quilters	1450	Backer627@aol.com 365 6330	1	20.00	
20	Nan Johnson	4354	Nanjohnson12@gmail.com 305 2631	1	20.00	Oct \$90
21	Louise Ware	Cash	Refarm5@comcast.net 556 4540	1	20.00	Oct

22	JoAnn Rutledge	1040	ljadr@aol.com 804 241 5890	1	20.00	Nov 8 260
23	Alice	cash		spare	10.00	
				SUB-TOTAL 26	\$530.00	
	NON-Members					
24	Michael Denton	3079		1	30.00 REFUND	
25	Elaine Brewer/Hannah Smith	1322	elainebrewer@yahoo.com 804 747 1217	1	30.00	
26	Debra Scock	1219	debbiemum@hotmail.com 712 9708	1	30.00	
27	Shannon Chrisman	4612/4621	Aywencreations@gmail.com 804 640 2476	2	60.00	
	Jessi Wilson	5077	jhwbw@verizon.net	1	30.00	

28						
29	Nancy Helton	6391	nandisplay@comcast.net 804 267 3379	1	30.00	Oct 4 90.00
30	Tara Latisha	2102	taralatisha@comcast.net 804 363 9247	1	30.00	
31	Stephanie Edmondson Bit & Pieces	601	vaquiler@gmail.com 804 514 0569	1	30.00	
32	Betsy Robinson	2201	Brobinson0410@comcast.net 804 763 9681	1	30.00	
33	Ulansa Mingo	2420	Denisemingo63@gmail.com 804 852 0896	1	30.00	
34	Sheila D. Neal Inchanted Creations	3877	Nubiance3@yahoo.com 804 909 4572	1	30.00	
35	JoAnn Hanna	4792	jomchanna@gmail.com 804 741 1194	1	30.00	
36	Leslie Gray Creative Crafts by Leslie	1036	lesliegray@live.com 804 592 8245	1	30.00	
37	Kim Rosson The Green Pea	5460	Krosson23065@yahoo.com 804 928 2780	2	60.00	
38	Books, Bead & More	7097	erinatkins@gmail.com 730 2665	2	60.00	
39	Ellen Hutson	1236	sewinellie@gmail.com 804 3631139 c 737 4111 h	1	30.00	
40	Gloria Duncan Pet Things by Gloria	cash	Jene4390@gmail.com 804 248 4156	1	30.00	
41	Mary Noel	975033		1	30.00	Deposit

	Piecemakers Quilt					11-21 70.00
				non- mem 21 tables	630.00	
				Sub-total	1,150.00	
				Less refunds	50.00	

Total: \$1,100

OLD excess 4 H retreat fund: 1,033.31

Less: 325.91

\$707.40 left in excess 4 H retreat fund