

**OLD CAPITOL QUILTERS GUILD**  
**Board Meeting**  
**Monday, August 17, 2026**  
**1 p.m. – Coralville Public Library**

Present: Joleen Green, Sherrie Adkison, Amy Welt, Sheryl Lang, Barb Yoder, Chris Luzzie, Glenda Skallerud, Connie Brinton, Meredith Sewell, Barb Thomas, Michelle Larson and Nancy Lathrop. Each person in attendance was asked to sign a roster denoting the committee they are representing and if they are the spokesperson/voting member for this committee. Joleen reminded everyone that each committee has one vote for decisions made at the board meeting and that vote is made by the committee spokesperson.

President Joleen Green opened the meeting. She introduced Glenda Skallerud as the “President-elect” for next year. The “President-elect” would work with the President to learn the position before assuming the role the following year. It was pointed out that this position is not included in our current by-laws and that the by-laws would need to be amended to add the position. Joleen Green will write a proposed amendment to bring before the guild for approval. A question was raised as to whether this position is sustainable since it has been difficult to find people willing to be president in the recent past. Consensus was that there are people willing to learn and we have more members now than in the past. A motion was made that Glenda be allowed to work with Joleen Green until the position of President-elect be added to the by-laws. Motion was made by Chris Luzzie, second by Barb Thomas. The motion carried.

Barb Yoder reminded everyone that the by-laws are our operational guidelines. Because it is onerous to amend the by-laws every year, committees have been asked to detail their procedures for inclusion in a Procedures Manual. This manual should outline how their committee functions because the plan is for each committee to have a procedures manual on the website.

The minutes from the March 30, 2026 Board meeting were approved as posted on the website. Motion was made by Barb Thomas, seconded by Sherrie Adkison. The motion carried.

## **Volunteers**

The question was raised as to how we get volunteers for various jobs needed during meetings, i.e., hosts/greeters, people to hold quilts during show and tell, writing correspondence, taking attendance, securing and distributing door prizes, etc. There does not appear to be a consistent committee assignment for these jobs. It was suggested that we form a committee to cover these tasks. Consensus was we do not need or want another committee. The board discussed these roles and identified coverage:

- The secretary will take responsibility for correspondence such as thank-you notes and track meeting attendance.
- The president-elect will assist in coordinating volunteers for holding quilts and getting greeters.
- Mary Mokaitis will continue coordinating door prizes.

- Michelle Larson will work on improving the flow of tables inside the front door, i.e., membership, raffle sign-up, etc. She and Lisa LeSage will serve as greeters outside the entrance to the fellowship hall until December.

## **Membership**

No one from the membership committee was represented at the meeting. A question was raised about the pro-rating membership dues for members joining after the initial September dues renewal. When should we assess the \$5.00 fee for guest speakers? This is outlined in our by-laws. New members may attend two meetings before needing to pay dues and that may include meetings where there is a guest speaker. After that new members would be expected to pay dues at \$25, or at mid-year (Feb. 1) the pro-rated fee of \$12.50.

## **Newsletter**

Printing costs and postage for mailing the newsletter to members have increased. The committee is asking for an increase in the fee for this service. (See Budget below). The deadline for submissions to the next newsletter is August 17, 2026.

## **Library**

The TinyCat subscription was recently renewed by credit card. The committee asked for guidance about what to do with books not being checked out. Should there be a book sale, “free” table, etc.? It was suggested that we have a 5-year limit on keeping all books.

There was a question about use of the guild’s credit card. Consensus was its use should be limited to purchases where a credit card is the only option and that membership should continue to submit expenses/receipts for purchases they have made in behalf of the guild to the treasurer for reimbursement.

## **Treasurer**

Barb Thomas circulated the 2026-27 budget for consideration. The document provided a budget recap from the previous year for comparison with the 2026-27 recommendations. Barb highlighted areas where costs have increased:

- Donation to Our Redeemer Lutheran Church fellowship hall has increased from \$100 to \$125.
- Membership expenses category under Newsletter, printing and postage of mailed newsletters costs have increased.

The 2025-26 books are with the auditors.

The plan going forward is to provide a brief monthly treasurer's report at each regular meeting. The cost of speakers, travel, etc., will be shared.

## **Retreats**

Sherry Lang reported that there was a \$400 expense for cancelling the October 2026 retreat at Prairie Woods in Hiawatha. There has been increasing frustration with use of the facility, including substantial increases in food costs. Sherry thinks the Prairie Quilts venue will be a better facility and it will be easier to track expenses because they will know the exact cost per participant.

The committee will no longer be giving prizes or gift bags at retreats. The committee will provide meals and track these expenses for reimbursement. Participants will be paying for their own housing at a nearby hotel. The goal of retreats is to break even rather than make a profit.

Retreat dates: October 23-25, 2026 – Prairie Quilt Studio in Urbana; February 12-14, 2027, also at Prairie Quilt Studio in Urbana.

## **Program**

A question was raised about whether the guild should be shouldering the church donation cost for workshops and use of the room for sewing days. (This helps pay for church janitorial services.). Consensus is we should continue but also use space at the Coralville Library some of the time.

There is no clear policy about the cost of workshops, but the goal is to keep them in the \$30 to \$40 range.

## **Service Committee**

A question was raised about whether it would be possible to provide a stipend for those providing long-arm services for the guild's service committee or at least pay their yearly membership fee. We have limited numbers of members willing or able to do long-arming. Consensus came from those in attendance who provide long-arming, that they are willing to continue if the quilt tops have adequate batting and backing to load onto their machines. This has not always been the case and is frustrating when trying to provide this service.

The committee will continue to accept red, white and blue service quilts through the end of the year.

## **2027 Quilt Show: Spring into Quilting – May 2027**

Sherry Lang asked for and received a \$5000 budget for the spring show. So far we have paid a deposit to the Johnson County Fair for \$1500 to reserve the room; the balance of \$1500 will be due closer to the show date. Sherry is asking for an additional \$1050 which will help cover \$550 for rental of the Muscatine Guild's pipe and drapes. In addition, the committee would like to begin purchasing our own pipe and drapes to avoid rental fees in the future. The committee would like to continue accumulating enough over

time so we do not have to rent them. The plan is to order one set to see if the quality meets our needs, then order additional ones as the budget allows. As we move forward with purchase of pipe and drapes, the committee is recommending the rental of a storage unit which can be used by the guild for quilt show supplies and many other guild items such as historical documents, batting, etc. A motion was made by Connie Brinton, second by Chris Luzzie, to secure a 10x20 climate controlled storage facility in a convenient location. They will also purchase shelving. The estimated yearly cost is \$1500. The motion carried. The Service Committee will decide on a convenient location and will retain the keys.

Other items shared related to the Quilt Show:

- There will be a \$5.00 entrance fee to the show; OCQG members will not have to pay.
- We will have raffle baskets. It is hoped that guild members will be willing to prepare and donate some of them. They will be encouraged to work together in groups to come up with a theme and cost-sharing for included items. We anticipate that quilt businesses, particularly those not participating as a vendor, will donate baskets as well.
- The raffle quilt is being made by Yolanda Hafferty; Sarah Yoder Parker will provide long-arming for the quilt. We anticipate it being completed by the first of the year.
- Items such as raffle baskets and the raffle quilt will be covered by a gambling permit to be secured later.
- The committee will ask guild members in September for recommendations about what community organization(s) should receive a portion of the raffle quilt proceeds. The organization(s) and amount will be decided by the quilt show committee.
- Vendor letters have been sent.
- The committee has designed a T-shirt for the show which will be rolled out at the September meeting by the committee members. There will be several options including a tee shirt, sweatshirt and/or a jacket with various color options available for each. This clothing sale will be used for income for the show. The plan is to also have a limited amount of apparel available at the show for attendees to purchase, also for income.

## **2025-26 Financial Report and 2026-27 Budget**

Barb Thomas reviewed the 2025-26 financial report and the 2026-proposed budget. There was considerable discussion and clarification for many of the line items in the budget. The following amendments to the 2026-27 budget were proposed:

- Increase the charge to members for a printed/mailed newsletter to \$25.00. Rationale: significant increases in printing and postage.
- Increase the dollar amount for door prizes to \$200. Rationale: Previous \$50 amount seemed very low for securing quilting/sewing related items.
- Funds needed for Membership Expenses. Suggestion was \$250.00. Barb will consult with Joyce Moore for an amount.

- Add a line item for the purchase of pipe and drape and shelving at \$1500. Rationale: the guild will begin purchasing pipe and drape as funds become available in order to avoid rental fees in the future.

The amendments were tabled until information from Joyce Moore on the Membership Committee is secured. Once that information is available, we can vote and the budget can be presented to the guild. Barb Thomas will amend her budget report and send it by email to the board members who were preset. They will vote on the combined 2025-26 Financial Report and the 2026-27 Budget, and once approved it will be presented to the guild in the October newsletter.

### **Other**

Michelle Larson showed paper examples of a tee shirt and tote bag with the guild logo on each. She proposed these items for sale to the membership. The Quilt Show Committee asked that these shirts and bags not be made available until after members have opportunity to order the quilt show tees. The committee's plan is to sell tees, sweatshirts and jackets as part of the income for the quilt show beginning in September and again after the first of the year. As a result the sale of the guild tees was tabled until later in the guild year. Michelle also referenced a guild banner on display at the meeting that she recently purchased. It is anticipated that the banner could be used at our meetings to direct people to the fellowship hall and at other events where the guild is participating. In the process of developing the apparel and banner she had the guild logo digitalized. She would like reimbursement for the purchase of the banner at a cost of \$269.00. Her bill was submitted to the treasurer.

### **Adjournment**

A motion was made by Connie Brinton, second by Sherry Lang to adjourn the meeting. The motion carried and the meeting was adjourned at 3:35 pm.

Respectfully submitted,

Nancy Lathrop  
Secretary