

Quilt Show Committee Minutes

Aug. 3, 2023

Present: Jonna Butler, Randy Bolen, Carolyn Bisbee, Peggy Moody, Wanda Kelley, Diane Siddons, Donna Perrin, Rosita Forster, Vicki Kauth

Jonna announced to the committee that Carolyn will be co-chair and work beside her to "learn the ropes." If the guild board approves, she will be the 2025 show chair.

Carol Lewis sent a report to Jonna:

- We have 8 vendors for a total of \$1,920 in booth fees.
- She has sent revised vendor floor plans to Randy and Vicki.
- She has developed a complimentary ticket to be sent to the two people who showed up at Quilt Congress thinking it was the quilt show and is working with Diane on sending them to the individuals. Committee members discussed complimentary tickets for the food truck vendors and decided that they, too, are vendors and should receive identification as such so they can see the show and use the restrooms without charge,
- She will complete our portion of the Arkansas Special Event Sales Tax forms and give them to the food trucks for them to complete.
- She requested that the following decision the committee made in June be restated in these minutes: "Quilts displayed in the 2023 show may also be entered in the 2025 show if their owners want them to be judged. Jonna will make sure this is prominently displayed in the Quilt Show Chair's notebook so the next show committee is aware of this commitment."

Diana Arikan also sent a report:

- YLI Thread has been sold and, so far, has not responded to her attempts to learn whether they will have a booth staffed by guild members as in previous shows.
- Rosita suggested we contact other thread vendors like Superior Threads and Fil-Tec to see if they might be interested in vending. Jonna will check to see if Carol has contacted them.

Randy gave a brief report on the Fiber Art Boutique in Mona Bolen's absence:

- Guild members have signed up for 10 tables so far, and she has distributed about 800 sales tags.
- Rosita reported there are a lot of plastic grocery bags in the storage locker for use during the show.

Angie Lindberg also sent a report:

- We have enough door prizes to draw winners each hour.
- The committee discussed whether we would have "goodie bags" for attendees. No, but we plan to put the measuring tapes and needle reference cards left over from Quilt Congress in baskets near the entrance for whoever wants them

Vicki reported:

- She provided sign-up sheets for specific time slots for Jonna to have at the guild meeting.
- She sent an email to JoAnn Moore's husband asking if he still had any of JoAnn's quilts to be displayed alongside some of Maureen Forster's quilts in a "Memories" display. Because we have no idea whether the email address is still good or if Bob is still in the area, we will pursue Plan B, which is to ask guild members if they have any of JoAnn's quilts or any of her work purchased at the estate sale. She will prepare an eBlast. In addition, we will scan pictures from past quilt shows and perhaps have photographs of some of her quilts to display.
- She also plans displays of Members-Teaching-Members and workshop projects and community quilts. She sent one eBlast already and will prepare a second stating these items will not count toward the 15-quilt entry limit and may be more than four years old. Sandy Beasley has agreed to hold out some of the nicer community quilts for display at the show.
- If we do a trial set-up of the fixtures, she will ask Steve Landrum to demonstrate his new plan for hanging quilts without using ladders. She will develop a procedure for the quilt hangers to follow.
- She will forward her data needs to Sharon Crozier in the next two weeks.
- She and Donna agreed that Donna will give her the entry forms when Sharon has completed data entry so Vicki can copy the pictures. Vicki will then get the forms to Donna. This should aid in making a pleasing display.

Rosita reported:

- The raffle quilt will be displayed in its assigned spot.
- She was concerned that staffing the raffle quilt booth might create shortages in other areas. Vicki recommended multiple reminders to members regarding the time slot commitments they have made since many do not keep records. Carolyn said her guild provided a card to each member listing their work commitment schedule for the whole show. The committee agreed this is a great idea; the card will be prepared and given to members as they report to the show the first time. Diane Siddons will have sign-in sheets for all workers to confirm their presence.

Donna reported:

- We have 84 entries to date.
- Peggy suggested we draft an item for the Baxter Bulletin soliciting entries from quilters who are not guild members. Vicki will draft an item for the "Community Briefs" column and send it to Peggy and Donna for approval before sending it out.

Diane reported:

- She has washed all the white gloves. Although some fell apart, we have 13 pairs for floor walkers.
- There is $\frac{1}{2}$ box of plastic gloves. She will purchase another box for visitors' use.
- All visitors will receive a plastic glove, "Find That Quilt" game sheet, Viewers' Choice ballot and golf pencil. Guild members will also receive a Members' Choice ballot. Diane will collect and tally them. Vicki will develop the ballots.
- She also found hostess ribbons and plastic name tag holders. Jonna said she thinks Carol offered to prepare name tags for hostesses; Jonna will confirm with her.
- Diane plans to have bookmarks and other information about the guild available.

Wanda reported:

- She has 15 volunteers for turn in. Marge Schill will coordinate handling art quilts, which need special attention because they are sometimes fragile (Vicki will also ask one individual to coordinate art quilts during hanging and tear down). Turn-in will put a special tag on art quilts so all know they need careful handling.
- Turn-in will occur in the vendor area near the building entrance. Turn back will be at the entrance to the main display room.
- She plans to give turn-back priority to the first and second place winners for Viewers' Choice and Members' Choice.
- She expressed concern about the overlap of turn in, turn back and delivery and pick up of Fiber Art Boutique items. She will work with Mona to address this.
- She asked whether there will be a waiver as in previous years regarding the sale of quilts through the Fiber Art Boutique. The waiver stated that the quilt seller would allow the buyer to take the quilt at the end of the show without waiting for a check to clear. (Vicki has looked through her files and could not find the waiver. Mona, Donna and Jonna should page through their notebooks to see if a copy found its way into their notebooks.) If the seller is not comfortable with this, he or she will need to coordinate with the buyer to arrange delivery. In any event, this procedure needs to be worked out and the form recreated if necessary. Mona will have a list of quilts for sale and their prices. Those for sale will be indicated along with price on the hang tag. Mona should probably

collect contact information for buyers and let sellers know if a quilt has sold and whether this will be an issue.

Randy reported:

- He really needs the updated inventory of fixtures and drapes.
- He will supply frozen lasagna, salad and garlic bread for anyone working on setup day, requesting reimbursement for the expense.
- He will work on arranging a dry run on setting up the fixtures after Aug. 22.

Peggy reported:

- The library display is up.
- The display at The Sheid goes up Monday, Aug. 7.
- She continues to post teasers on Facebook.

Jonna will have the key to the storage locker while Rosita is in Italy.

Respectfully submitted,
Vicki Kauth