

American Sewing Guild – St. Louis Chapter
Chapter Advisory Board (CAB) Meeting
Jackman’s Fabrics, 1234 N. Lindbergh, St. Louis, MO 63121
Monday, December 10, 2018
Minutes

I. Call to Order – President Shelia Rittgers called the ASG St. Louis Chapter CAB meeting to order at 6:40 PM.

Present: Leslie Becker, Vicki Braun, Mary Ann Delker, Rose Diringer, Judy Finck, Sharon Galen, Sue Jenkins, Marty Meyer, Karen Moody, Shelia Rittgers, Denise Schindler, Courtney Stark, Sue Thomas

Guest: Donna Sullivan

II. Minutes

A. A motion to approve the minutes from the CAB meeting, held on Monday, October 8, 2018, was made by Leslie Becker and seconded by Marty Meyer. Motion passed.

B. President Rittgers forwarded minutes from the St. Louis Chapter’s Annual Meeting and Recap from the Chapter Planning Meeting. These items will be discussed later in the meeting.

III. Marty Meyer presented the following Treasurer’s Reports:

A. As of October 31, 2018

Income	\$ 827.63
Total Expenses	<u>-\$ 1,133.22</u>
Net Loss	-\$ 305.68
Ending Checking Acct Balance (as of 10/31/2018)	\$ 9,482.77

B. Nancy Nix Rice Event

Income	\$ 540.00
Total Expenses	<u>-\$ 1,133.22</u>
Net Loss	-\$ 1,015.81

C. As of November 30, 2018

Income	\$ 330.08
Total Expenses	<u>-\$ 442.20</u>
Net Loss	\$ 112.12
Bank Balance (Checking)	\$ 9,370.57
Savings	<u>\$ 5,004.78</u>
TOTAL (Ending Balance as of 11/30/2018)	\$ 14,375.35

D. Treasurer Marty Meyer stated that the Chapter has lost money the last two months. She suggested CAB review less expensive venues and future registration fees in the upcoming year.

IV. Officer Reports

A. Secretary – No report.

V. Committee Reports

A. Membership – Karen Moody reported, as the end of November, the Chapter has one (1) new member, twelve (12) membership renewals, and three (3) expired memberships. The Chapter has a total membership of 218, as of the end of November.

B. Neighborhood Group Coordinator – No report.

C. Newsletter Editor

1. President Rittgers shared a letter, received from ASG Board of Director's Chair, Rosemary Fajgier, regarding various recommendations and changes within the National American Sewing Guild.
2. In compliance with National, Shelia is recommending to make changes to our Chapter newsletter, sending it out four (4) times a year instead of six (6). She is suggesting to create e-blasts at the end of each month with the next month's Neighborhood Group meetings and programs; send e-blasts regarding upcoming events, registrations, and additional reminders. Asked Courtney Stark to have requirements available for the January 14, 2019, CAB meeting. Shelia asked to table the discussion for the next CAB meeting.

D. Community Service

1. The Chapter will not continue with the duffle bags as a Chapter-wide project. The project will continue as an individual member project or a choice of each Neighborhood Group, if they so wish to continue to make these bags.
2. Judy Finck has requested the Neighborhood Group leaders or representative to forward their project information and their charity group to her.

E. Education Chair

1. Denise Schindler reported she has not received a response from Tacony regarding a sewing machine for the scholarship recipient.
2. Denise will send out the scholarship letter and application information, after the first of 2019, to college and universities.

F. Member Representative – No report.

VI. Old Business

- A. Recap of November Planning Meeting – President Rittgers emailed and distributed a copy of the Recap from the Chapter's November Planning Meeting. There was no additional discussion.
- B. Duffle Bag Project – As discussed earlier in the meeting, the duffle bag project will continue with modifications. It will be a volunteer project either by any of the Chapter Neighborhood Groups or individual basis. The decision was made because some of the Neighborhood Groups have their own community service projects they would like to continue doing.

VII. New Business

- A. Marketing Project - Donna Sullivan – Miss Sullivan used our Chapter as a college course project. She presented her Power Point project, going through her marketing program to promote our ASG Chapter, in various ways.
- B. On-line Registration of Chapter Events

1. Shelia requested a motion to changes of Chapter events. A motion was made by Vickie Braun, and seconded by Denise Schindler, to investigate and formation of a committee to handle various registrations, on the computer, for future events.
 2. The Committee will include Courtney Stark, Vickie Braun, Marty Meyer, and someone with computer knowledge to execute this project.
- C. Amendment to Standing Rules, Section VI – Chapter Special Events – Policy for Event Late Registration – The last date to receive registrations, involving food orders, was recommended to be the date food order is to be submitted to the caterer. Marty Meyer and Shelia will discuss before the January CAB meeting. Additional discussion was tabled.
- D. Events for 2019 – Events listed below were discussed and finalized at the Chapter Planning Meeting:
1. January: Membership Drive, Jackman’s Fabric Store – Central Daytime
 2. April: Hands on Day, with Trash Bag Gala during lunch – Fenton Daytime
 3. June: Road Trip – Sew Belles
 4. September: National Speaker – Fashion, Fabric and Friends
 5. October: Annual Meeting – Sew Amused Stitchers and City Sew-ers
 6. November: Planning Meeting – West County
- E. Contacting National Speaker Assignments – Shelia forwarded information in an email, prior to the CAB meeting. Denise Schindler moved, and seconded by Sue Thomas, to table this discussion until the next CAB meeting, Monday, January 14, 2019.
- VIII. Next CAB Meeting – Monday, January 14, 2019, 6:30 pm, Jackman’s Fabrics, 1234 N. Lindbergh, St. Louis, MO.
- IX. Adjournment – Judy Finck moved to adjourn the meeting. Marty Meyer seconded the motion. Meeting adjourned at 8:52 PM.

Respectively Submitted,

Sharon Galen

Sharon Galen, Secretary