

American Sewing Guild – St. Louis Chapter
Chapter Advisory Board (CAB) Meeting
Jackman’s Fabrics, 1234 N. Lindbergh, St. Louis, MO 63121
Monday, October 8, 2018
Minutes

- I. Call to Order – President Shelia Rittgers called the ASG St. Louis Chapter CAB meeting to order at 6:37 PM.

Present: Vicki Braun, Shirley Donovan, Judy Finck, Sharon Galen, Karen Moody, Shelia Rittgers, Courtney Stark, Sue Thomas
- II. Minutes – A motion to approve the minutes from the CAB meeting, held on Monday, September 10, 2018, was made by Sue Thomas and seconded by Karen Moody. Motion passed.
- III. Treasurer’s Report – The Treasurer’s Report, for September, was tabled for the November meeting.
- IV. Officers Reports
 - A. Secretary – No report.
- V. Committee Reports
 - A. Membership – Karen Moody reported, as the end of September, the Chapter has four (4) new members, seventeen (17) membership renewals, and one (1) expired membership. The Chapter has a total membership of 219, as of the end of September.
 - B. Neighborhood Group Coordinator – A list of presenters to present programs at various Neighborhood Group meetings, was discussed. Vicki Braun said she had two (2) members volunteer.
 - C. Newsletter Editor
 1. Courtney Stark is looking at the possibility of doing online registrations under the Chapter website.
 2. Melissa Miller, Facebook Administrator, has posted the upcoming Annual Meeting, and upcoming meetings for Sew Amused Stitchers, Fenton Daytime, and West County. Shelia Rittgers will work with Melissa, on a form to post future announcements on Facebook.
 - D. Community Service –
 1. Judy Finck has received a detailed report from Fashion, Fabric and Friends (Leslie Becker) regarding their Neighborhood Group service projects and donations.
 2. Vickie Braun added, that The Sew Amused Stitchers Neighborhood Group has donated thirty-seven (37) duffle bags to Youth In Need, St. Charles.
 - E. Education Chair – No report.
 - F. Member Representative – No report.
 - G. Special Events Coordinator – Sue Thomas provided a copy of the Liability Insurance Certificate, from the ASG National Office, for the Chapter files.

VI. Old Business

A. Duffle Bag Project

1. Shelia Rittgers stated she would like to see the already assembled kits be completed. She said, that to continue with this project, it will be addressed at the Planning Meeting, in November. Shelia would like the Neighborhood Group Representatives to be included in the discussion.
2. Shelia has ordered an additional 2,000 labels for \$185, to attached to donated articles.

B. Informal Tea and Fashion Show

1. Shirley Donovan submitted her final report for the event, to the Board members present. Discussion followed. The report will be filed with these minutes.
2. Six (6) prizes were awarded, three (3) for the Fashion Show, and three (3) for the Denim and Lace Challenge. The Fashion Show winners were: Eileen Shafer (Fashion); Carol Spindler (Quilting); and Cathey Frey (Other). The Denim and Lace Challenge winners were: Jan Foulk (Denim Fashion); Carol Dill (Denim Quilt); and Sue Jenkins (Denim Other).

C. Annual Meeting

1. Sue Thomas received a copy of the Liability Insurance Certificate from the ASG National Office. The Certificate has been forwarded to the Maryland Heights Community Center.
2. Thirty-nine (39) registrations have been received.
3. Table decorations have been completed. Fabric, Fashion and Friends will finalize plans at their Neighborhood Group meeting, Monday, October 15, 2018.

D. Planning Meeting

1. Shelia Rittgers distributed a sample packet of the forms and checklist, to be handed out at the Planning Meeting. She asked to review the packet and give her input.
2. The duffle bag project will be discussed by everyone at the meeting.
3. Shirley Donovan asked if there were additional lists of speakers available.

VII. New Business – None.

VIII. Next CAB Meeting – Monday, November 12, 2018, 6:30 pm, Jackman's Fabrics, 1234 N. Lindbergh, St. Louis, MO.

IX. Adjournment – Courtney Stark moved to adjourn the meeting. Judy Finck seconded the motion. Meeting adjourned at 7:35 PM.

Respectively Submitted,

Sharon Galen

Sharon Galen, Secretary