

**CONSTELLATION CHAPTER EGA ZOOM BOARD MEETING**  
**August 20, 2023**  
**Zoom Meeting Recorded by Mary Tod and Minutes Submitted by Jan Rollins**

Meeting called to order at 3:02 pm by Susie Jordan, President.

**MEMBERS PRESENT:** A quorum was met with the following attendees: Susie Jordan, Alice LaSota, Karen Olsen, Mary Tod, Donna Finley, Heidi Snyder, Susan White, Jan Rollins, Judith Todes, and Carol Crumley. Also attending was Cynthia Rosenberg.

**AGENDA** (Attachment #1):

Submitted by Susie Jordan, President

- See Attachment #1. No additions or corrections to the agenda

**APPROVAL OF MINUTES OF THE PREVIOUS MEETING:**

- A motion to approve the minutes of June 20, 2023, was made by Mary and seconded by Donna. The motion was approved unanimously.

**PROGRAMS** (Attachment #2):

Submitted by Alice LaSota, 1st VP/Programs & Education

- See Attachment #2
- Alice talked about 2 upcoming programs in 2024: Cornflower by Katherine Diuguid in January and Pax by Kathryn Drummond in March.
- The new Alliance of National Capital Area Chapters (ANCAC) is led by Heather Long, co-president of Oatlands Chapter and a plural member of the Constellation Chapter..
- Alice thanked everyone for their program suggestions.
- There will be three national/international teachers in 2024: Terri Bay, Kathryn Drummond, and Canby Robertson.

**TREASURER** (Attachment #3 & 3.1):

Submitted by Mary Tod, Treasurer

- See Attachment #3 & 3.1
- We are on target to meet the budget, categories are close.
- We are behind in fund raising and contributions.
- We received a nice income from the Howard County Center for the Arts camps.

**CORRESPONDING SECRETARY** (Attachment #4):

Submitted by Donna Finley, Corresponding Secretary

- See Attachment #4
- Update her report to show 4 cards sent.
- Donna proposed sending the calendar of events to the chapter every other month, in non-newsletter months, instead of every month. The Board agreed.
- Donna wanted to know if it was all right to send out religious cards, e.g., with Bible quotes. It was determined that this was not acceptable.

**MEMBERSHIP:**

Submitted by Nancy Kenealey, 2nd VP/ Membership

- There are 2 new members, 145 total members.
- Approximately 30 members are not primary.

**NEWSLETTER** (Attachment #5):

Submitted by Karen Olsen, 3rd VP/Newsletter

- See Attachment #5.
- Next newsletter deadline is September 10<sup>th</sup>.
- Karen is trying to simplify the calendar.

**REGION REPORT**

Submitted by Susie Jordan, President

- Deneen is stepping down as Region Representative, but will attend the fall meeting, November 3-5, virtually. The remainder of her term can be filled with a presidential appointment.
- It is time to sign up for Camp Wannastitch.
- Planning is underway for the region meeting at Gettysburg in 2025.

**TECH TEAM:**

- Mary reported that a new PA/Sound System was purchased along with a selfie stick. The wireless Bluetooth microphone works with the projector.
- A motion to discard the old clunky amplifier was made by Susie and seconded by Alice. The motion was approved unanimously. Alice will take it to an electronics recycling center in College Park.
- Updates were made to the website by Mary and Jeanette Farrell.

**50<sup>th</sup> ANNIVERSARY** (Attachment #6):

Submitted by Ann Fink

- See Attachment #6
- The minutes should reflect that Edie has been completing flowers for the centerpieces and Karen will be helping with the final construction and assembly.
- Mary is concerned that we only have received \$214 for the opportunity baskets. She will contact Donna about sending a flyer concerning this to the members. Tickets will be available at the luncheon.
- It was decided to give Norma Diehl a \$50 gift certificate to the Japanese Embroidery Center.
- Susie will take care of sending a summary email about the 50th Anniversary luncheon to the members. Things are coming together well.

**OUTREACH/IDEA** (Attachment #7)

Submitted by Susie Jordan, President

- See Attachment #7
- Susie shared anecdotes about the HCAC camps.
- There was miscommunication with the staff about teaching a specific technique and letting students be creative.
- We are hoping to do something with the Girl Scouts.
- The Diversity team has slowed down since Edie is sick.

**OLD BUSINESS:**

- Mentoring – Heidi will work with Nancy to get her ideas on building the survey about mentors and mentoring. Mary will help construct the survey.
- HCAC exhibit – On hold, but may happen later. We need specific information about how to apply.
- Nominating committee – Moved to New Business
- Update new member packet – On hold
- Chapter Alliance (ANCAC) – Will meet August 25. Things are moving forward.

**NEW BUSINESS:**

- PRIDE - Mary will send follow-up emails to people who signed up at the PRIDE festival after Labor Day. Participants from the Sheep & Wool festival have already been contacted.
- 2024 BUDGET (Attachment #8):
  - Submitted by Mary, Treasurer
  - See Attachment #8
  - The budget is somewhat conservative because we don't know how National EGA's change in dues collecting will affect us. This is based on 120 members.
  - We need to investigate whether to have a Ways and Means Committee or not.
  - A motion to accept the budget as presented by Mary was made by Carol and seconded by Alice. The motion was approved unanimously.
  - A copy of the budget will be in the September Newsletter and will be voted on at the November meeting.
- 2024 BOARD SLATE (Attachment #9):
  - Submitted by Donna, Nominating Committee Chairman
  - See Attachment # 9
  - The slate of officers will be published in the September newsletter to be voted on at the November meeting.
  - A motion to accept the slate as presented by Donna and the nominating committee was made by Mary and seconded by Karen. The motion was approved unanimously.
  - A person needs to be found for the Nominating Committee since Donna will be cycling off.
- CHARITABLE DONATION
  - A motion was made to donate \$100 to the Grassroots Crisis Intervention Center by Carol and seconded by Donna. The motion was approved unanimously. This is for 2023.
  - Discuss donation for 2024 earlier, perhaps get input from general membership.
- BIG PICTURE QUESTION – Things to think about: What are our goals? Are we following our mission statement? Why are our new members joining? Do we need to have something for new members? Should we have a new members' tea? Should we introduce a buddy? Do we need something more structured?
- POLICY AND PROCEDURES – Mary, Jan and Bonnie are working on this. Mary has sent to each Board Member a copy of the current Policies and Procedures. Everyone needs to look at their current position, as well as other positions held, and let the committees know how it should be revised or updated. Deadline for submissions is November 1, 2023.

A motion to end the meeting at 4:39 PM was made by Mary and seconded by Carol. The motion was approved unanimously.



## Constellation EGA Board Meeting Agenda

August 20 @ 3PM

Susie Jordan's House

- Call to order
- Approval of minutes
- Programs
- Treasurer
- Membership
- Newsletter
- Region Report
- Tech Team
- 50<sup>th</sup> Anniversary
- Outreach
  - Love Quilt – Jeanette Farrell
  - GB Library – October 28
  - Meeting with Jess Moore about Girl Scouts
- Old Business
  - Mentoring
  - HCAC exhibit – not happening.
  - Nominating committee – Status?
  - Update new member letter/packet – Susie will talk to Nancy and Anne
  - Chapter Alliance with DC and Oatlands
- New Business
  - Follow up from emails collected at our events.
  - 2024 BUDGET
  - 2024 BOARD SLATE
- Big picture question to ponder throughout the year.... We know what EGA in general has to offer and we know specifically what Constellation has to offer (GO PROGAMS!). What do we have to offer new members? Why would someone choose to join us when there is so much being offered out in the internet universe?
  - Have we been talking to our new members about why they joined?
- We need to start the thinking process about policies and procedures. Maybe spend 2023 making notes about each of our jobs as they relate to P&P's? Maybe ask former holders of our jobs for their thoughts? THEN in 2024, after the 50<sup>th</sup> is over and I have a better sense of how things work we can start putting together P&Ps with the goal of having them ready to approve at the Annual Meeting in Nov 2024.

Constellation Chapter  
Board Meeting  
August 20, 2023  
Program Report

The Program Committee met on July 17, 2023. Updates on the remaining 2023 programs: ITT Alison Cole class, Woodland Stitchery, on August 26-27 will run from 9:30 am to 4:30 pm at the Arts Center. Amy Helsel is hosting and will pick her up and return her to BWI. Penny Haviland is providing transportation to and from class; Terri Tuberger, Judith Todes, and Alice LaSota will be class angels. Batik to Stitch by Laura Smith (October 13-14) will be taught at Crossroads Church of the Nazarene, 2750 Rogers Ave., Ellicott City, 10:00 am to 4:00 pm, with doors opening on Friday and Saturday at 9:00 am and 9:30 am, respectively. Mary Tod is hosting.

In 2024, scheduled programs include:

- Jan. 8. Peyote beaded pen wrap taught by Nancy Kenealey in person
- Feb. 5. Ukrainian design, Snowdrift, designed and taught by Terri Bay on Zoom
- Feb. 10. The Lost Samplers lecture by Jeanette Tombaugh on Zoom
- Mar. 2, 10, 16, 24, 2:00-5:00 pm. Pax designed and taught by Kathryn Drummond on Zoom
- Mar. 9. Bayeux Tapestry embroidery lecture by Dr. Gale Owen-Crocker on Zoom
- May 6. May Tea
- June 3. Member Showcase.
- Oct. 7. Crewel piece, Jacobean Constellation, designed and taught by Canby Robertson in person
- Oct. 12. Sprang Nordic woven pouch bag taught by Karen Olsen in person

Other ideas are in the works. We welcome your suggestions for programs.

The Alliance of National Capital Area Chapters (ANCAC) now includes six area chapters (Constellation, Fauquier, Hagerstown, Oatlands, Washington DC, and Winchester). Heather Long, Oatlands co-president, organized a four-part evening class for ANCAC, Coneflower, designed and taught by Katherine Diuguid in January 2024 on Zoom. Registration deadline is October 1. See the flyer in Compass Needle. Another activity is the GCC Lightning Round Course, White on White Crazy Quilted Wallpiece with J. Marsha Michler, as advertised in the last issue of Needle Arts. Register individually by Aug. 31 and work on the piece with others in ANCAP.

Alice LaSota  
Chair, Program Committee

Treasurer's Report for Board Meeting

August 20, 2023

As of August 20, 2023, the checking account has a balance of \$18,759.41. Our income to date is \$19,992.20, and our expenses to date are \$17,713.69, leaving us with an expected year end surplus at this rate of \$2,278.51. I have attached our year-to-date (YTD) Budget vs. Actual tracking to show our income and expenses for the current year.

We have a PayPal balance for August of \$209.94; these funds plus any additional payments received in the next 10 days will be transferred to the checking account September 1.

Our 2 CDs have the following amounts: CD ending in -0137 has a balance of \$3,189.69, at a rate of 0.9963%, and matures March 23, 2024.

CD ending in -2241 has a balance of \$5,531.79, at a rate of 0.9963%, and matures July 8, 2024.

Our total current worth (combined checking account, PayPal, and CDs) is \$27,690.83.

Mary Tod

Treasurer

Budget vs. Actual as of August 20, 2023

	2023 Budget	YTD Actual		2023 Budget	YTD Actual
<b>INCOME</b>		<b>EXPENSES</b>			
Dues*	\$6,388.00	\$6,989.75	National Dues	\$3,510.00	\$3,822.00
Interest*	\$20.00		Region Dues	\$218.00	\$248.00
Educational	\$10,000.00	\$10,293.70	Educational	\$11,200.00	\$9,738.48
Events*			Events*+		
Seminar (MAR)			Seminar* (MAR)		
Exhibit			Exhibits*		
Fund Raising*	\$2,300.00	\$214.30	Fund Raising*		
Sales*			Cost of Sales		
Advertising*	\$130.00	\$132.00	Rent*	\$965.00	\$1,240.00
Community	\$700.00	\$825.00	Newsletter &	\$150.00	\$0.00
Outreach*			website*		
Contributions,	\$400.00	\$0.00	Administration*	\$300.00	\$257.72
Restricted*					
Contributions,	\$240.00	\$1.00	Officers Travel	\$300.00	\$0.00
Unrestricted*					
Parties/Meals		\$1,272.00	Community	\$900.00	\$952.00
			Outreach		
Retreats			Parties/Meals	\$2,000.00	\$712.50
Contributions/Gifts			Retreats		
Other*		\$264.45	Contributions/Gifts	\$100.00	\$0.00
Transfer from			Membership	\$200.00	\$63.00
savings			Expenses*		
			IDEA	\$100.00	\$275.97
			Other*	\$235.00	\$404.02
<b>TOTAL INCOME</b>	<b>\$20,178.00</b>	<b>\$19,992.20</b>	<b>TOTAL</b>	<b>\$20,178.00</b>	<b>\$17,713.69</b>
			<b>EXPENSES</b>		

Corresponding Secretary Report  
August 20, 2023

Since the last Board meeting, 15 messages sent (Zoom invitations, Happenings, announcements, reminders, etc.), excluding replies and redirects, and 3 cards sent.

August 2023

EGA Constellation Chapter  
Newsletter Report

The deadline for next newsletter is Sept 10<sup>th</sup> for the October/November issue.

Please make submissions as close to print ready as possible.

I'm trying to figure out a way to make the calendar easier to do.

I have a bin full of old newsletters and the chapter does not have storage space for them. If you know of someone willing to scan them onto digital storage, please let me know. I'll place a request for this in the next newsletter.

Thanks to all for your help.

As always, special thanks to Mary Tod for being Proof Reader Extraordinaire.

Karen Olsen

Newsletter Editor

50<sup>th</sup> Anniversary Report August 2023

From Ann

Edie Catto-Fink has been completing flowers for the centerpieces and Karen Olsen will be helping with construction and assembly of the centerpieces.

Our member sponsor at Rolling Road Golf Club, Tracy Stuart-Paul will join us for the cocktail hour, but will not stay for the luncheon. Tracy is a neighbor of Mary Tod's.

Penny Haviland has a list of past classes and will help those bringing projects identify the month/year the projects were done. The projects will be displayed in a small room next to the dining room.

From Norma Jean

Everything is on schedule.

Jill has ordered 100 pins and a banner for Constellation that will be reusable.

Everything else has come in. I will be doing a final expense report soon.

But nothing has really changed.

We will be expecting 68pp and maybe one more if a check arrives late this week.

Mary Tod has the dates for cutting checks.

Our numbers are due Sept 1st.

## Outreach/IDEA report August 2023

Camps went well. 20 kids and 8 staff learned some stitching. All the students in the needlepoint camp finished their projects in class.

- Challenge going forward. We offer a technique based camp where there is a specific correct way to do something. This was hard for the camp staff to wrap their brains around. Consultation with HCAC will have to happen before we do camps again.
- Each camp spent approx. \$100 in addition to donated supplies.
- We were paid \$825 as a teaching fee.
- We need to turn in photo release forms to HCAC when registration is going on.

Coming up

- Stitch in at the Glen Burnie Library Oct 28.
- A love quilt this fall – Jeanette will organize

## IDEA

Winchester Chapter is demonstrating at the Shenandoah Valley Fibre Festival in September. A query for volunteers has been sent out.

The ANCAC team is meeting on Aug 23 – the local chapter coalition

Susan Jordan

Proposed Budget for 2024 (membership = 120)

<b>INCOME</b>		<b>EXPENSES</b>	
Dues	\$2,400.00	National Dues	\$0
Interest	\$30.00	Region Dues	\$0
Educational Events	\$10,000.00	Educational Events	\$11,200.00
Fund Raising	\$1,000.00	Rent	\$1,000.00
Advertising	\$130.00	Newsletter & website	\$300.00
Outreach	\$800.00	Administration	\$500.00
Contributions, Restricted	\$200.00	Officers Travel	\$500.00
Contributions, Unrestricted	\$100.00	Outreach	\$1,500.00
Other		Contributions/Gifts	\$100.00
		Membership Expenses	\$100
		Parties/Meals	\$0
		Other	\$0
<b>TOTAL REVENUE</b>	<b>\$14,700.00</b>	<b>TOTAL EXPENSES</b>	<b>\$14,700.00</b>

Nominating Committee Report  
August 20, 2023

Membership: Cynthia Rosenberg  
Co-Treasurers: Devon Andres and Sue White  
Directors\*: Jeanette Farrell and Mary Tod

Continuing for another term:  
Recording Secretary: Bonnie Berman

\*Penny Haviland has offered to serve as a Director if a third candidate cannot be found