



Minutes of Annual Meeting

May 11, 2024

10:00 a.m. – White River Craft Center, Randolph, Vermont

Minutes approved 9/14/24

Members present: President Claudia Gibson, Robin Joy, Tricia Parmalee, Sarah Wakefield, Marty Reid, Jane Bird, Andy Bird, Susan Rockwell, Bonny Dutton, Wendy Aarnio, Annette Higby, Amy Stender, Mary Schwartz, Trudy Otis.

Present via Zoom: Ron Halterman, Shannon Cunniff, Ann Levy, Barbara Bendix.

Guest: Betty Johannesen (guest of Bonny Dutton), a weaver who has moved to the Rutland area from South Bend, Indiana.

Coffee and cookies provided by Sarah Wakefield.

Note: The Zoom sound connection did not work for most of the meeting, so communication was made in part by using the written “chat” function, and by telephone connection with Ron Halterman during the budget discussion.

Meeting opened at 10:15 AM

President Claudia Gibson welcomed members and guest.

Recognition: President Claudia Gibson opened the meeting by recognizing and thanking the many guild members who have volunteered and taken on guild work over the past year. She referred to the list that was prepared by Layne Tharp and posted on the guild forum. That list is included with these minutes.

Library Report: Librarian Annette Higby has added three books to the library: *Weaving MAX 8* by Marian Stubenitsky; *Three-Color Pick-up for Inkle Weavers* by Annie MacHale; and *Coverlet and Counterpane Drafts* by Barbara Miller and Deb Schillo (donation). The Library Committee has been entering library books into an online catalog which will be available later this year. Annette purchased two hand-held scanners and other supplies for this work. Members interested in having access to the library this summer should contact Annette.

Membership Report: Membership Secretary Marty Reid reported that the guild has 78 members, and that membership has started to build since the low member period during the COVID pandemic. The full report is included with these minutes.

Membership Year Proposal: Marty Reid presented the proposal to change the membership year (now September-September) to agree with the guild’s fiscal year (July 1–June 30.) The proposal had been posted in advance on the guild forum. Discussion included questions about the need for the change, the potential benefits (consistency with bookkeeping), and the downside of making the move (membership year will end before the July NEWS conference in alternating years).

Motion made by Marty Reid and seconded by Mary Schwartz:

The guild’s membership year shall be consistent with the guild’s fiscal year (FY).

- a. The official membership year shall be July 1 – June 30, beginning on July 1, 2024. If at any time in the future, the guild decides to change its fiscal year, the membership year would follow suit, and would assume the new fiscal year dates.
- b. The guild's meeting and programming calendar shall remain the same (September – May).
- c. In the first year of this change, current memberships (as of May 1, 2024) will be valid up to the September 14, 2024 meeting. Membership renewals for the full new membership year will be accepted beginning July 1 with the membership year ending on June 30, 2025. New (non-renewing) members who join the guild between May 1 and June 30, 2024 will have their memberships extended to expire on June 30, 2025.
- d. In odd years (e.g. 2025) the guild will offer an extended "NEWS conference grace period" to guild members with current paid memberships as of June 30 so that they may participate in the New England Weavers' Seminar (NEWS) conference, typically held every other year in July. This "grace period" will end on the last day of the NEWS conference, and will be offered whether or not those members choose to renew their membership for the new year.

Discussion followed and section d. of the motion was amended as follows:

- d. The annual membership year will include a "grace period" for the month of July, so members may participate fully in July activities.

The motion passed by a majority of members present.

The discussion about the guild's fiscal year prompted remarks by Annette Higby, who pointed out that the guild's non-profit corporation FY on file with the IRS is January-December. The IRS requires that non-profit corporations file an annual 990 financial report. We did not file a report for the 2022 calendar year (due in May 2023) and the final deadline for filing is May 15, 2024. The Guild's filing for 2023 is also due on May 15 of this year. The guild has received a warning notice that consecutive years of this lapse would warrant removing our tax-exempt status. Annette reminded membership that she and others spent many hours preparing the incorporation documents and that she used her personal funds to pay the accountant who assisted with the registration. In past years, the guild treasurer has completed the annual 990 filings. She urged the president and treasurer to correct this problem, as an urgent need. She also urged the formation of a Finance committee, as per guild By-Laws. Claudia will meet with Ron to complete the 990 filings before the May 15 deadline.

Dues for 2024-2025: Marty presented a proposal for discounted membership (\$10) for first time members who join mid-year. Discussion followed.

Keep regular dues at \$40.00, with reduced dues of \$30.00 for new (first-time) members. Members may still opt to join at higher levels: Contributor member: \$50.00 and Sustainer member: \$75.00.

The motion passed by a majority of members present.

Program Committee: Claudia Gibson announced that the Program Committee has prepared a list of morning presentations and afternoon workshops for the coming year. The schedule was sent out to the membership before the meeting, will be posted on the website, and is included with these minutes. Claudia also announced that the May 2025 meeting will be held on the same day that the Guild Show "Voices and Visions" opens at the Craft Center. She will check with Kevin at the Craft Center to find a suitable space for the annual meeting that day.

Treasurer's Report: May 1, 2024 funds in our accounts at Northfield Savings Bank:

\$4,460.00 (Checking account)

\$8,338.00 (Savings account)

\$ 77.00 (PayPal account)
Total: \$12,875.00

Annette also pointed out that the Guild had not filed its IRS declaration for the 2022 calendar year. The Guild's fiscal year is Jan 1- Dec 31, or calendar year. This filing was due in May 2023. The Guild's filing for 2023 is also due on May 15 of this year. The Guild has received a warning notice that consecutive years of this lapse would warrant removing our tax-exempt status. She urged the President and Treasurer to

Budget Proposal for FY2025:

Claudia and Treasurer Ron Halterman presented the proposed FY2025 budget which was sent out to members in advance of the meeting. Due to technical difficulties with Zoom, it was not possible to address questions or have member discussion.

Several items in the budget are pending research for actual budget figures, including: new laptop and other tech equipment, printing and supplies costs for Sheep & Wool, and the cost of annual Guild show judging. The guild pays for morning presenters out of the regular budget; workshop expenses are covered by registrant fees. Claudia and Ron outlined that the following expenses can be foreseen between now and September 15: six-months' rent to the White River Craft Center (for library space); payment for day-rent (meetings and workshops) and any final costs of programs in FY2024.

Discussion followed about budget item estimates and whether we should invest any of the current savings account funds in a CD. The idea was tabled, pending further research, which will be done by the Finance Committee.

Marty Reid made a motion to table a vote on the proposed budget until the September meeting, by which time the Finance Committee will have a complete budget proposal. Motion seconded by Annette Higby. The motion passed unanimously.

Robin Joy made (seconded by Tricia Parmalee) a motion for a continuing resolution so the guild can pay bills and meet expenditures up to \$3,000 between July 1 and September 15, at which time we expect to have an approved FY2025 budget.
Motion passed unanimously.

Members agreed that the proceeds from library book sales will be carried over into the new FY for use by the librarian, and that, in addition, the new FY2025 budget line for the library will be \$500.00. Annette reported that she wants to replace the current broken cabinet that houses the binders of guild member samples.

Members agreed to table any decision about investing guild funds, giving the Finance Committee the responsibility for making a recommendation at a future meeting.

Election of Officers: Ron Halterman (Treasurer) and Kathy Carvey (Secretary) were elected unanimously to continue in their positions for a two-year term, 2024-2026. There were no other nominations.

Nominating Committee: Claudia Gibson appointed 3 members to the Nominating Committee to find a new Vice-President and Finance Committee members. Nominating Committee members are: Annette Higby, Amy Stender, and Marty Reid.

Announcements:

Shannon Cunniff is recruiting interested folks in joining the “Dreamweavers” team at the August 4 Dragonboat Festival in Burlington. The festival is a fundraiser for breast cancer survivors and last year the team raised over \$10,000 and won the prize for the best-decorated tent. All are invited to participate in this fun event. For more information and to register, contact Shannon. Registration fee: \$50, plus a pledge to raise an additional \$75.

Susan Rockwell has a new date for her 2-hour workshop on Techniques to Improve Selvedges. The new date is July 17 and will be held at the Craft Center. Details are on the White River Craft Center website. Or contact Susan.

President’s Look Ahead: The guild is in a period of change and much will be happening in the coming year:

We will continue to hold “hybrid” meetings with remote access, with working technology, and a new laptop.

We will fill the vacant office of Vice-President to provide continuity and share the workload.

We look forward to having a new website that will include a rotating gallery for showing our work, photos of workshops and other guild activities, and be designed to increase traffic to the website and attract new members.

Meeting adjourned at 11:55 a.m.

Minutes submitted by Marty Reid (acting recorder)

Additional documents included with minutes:

Recognition of guild volunteers
Membership Report
Schedule of Programs – 2024-25

Recognition of Guild Members 2023 - 2024

Presented by Layne Tharp, who was not able to attend the annual meeting:

I don’t feel I can speak on behalf of the guild, so I would like to personally thank those members who have shared their time and skills for the betterment of the Vermont Weavers Guild over the past year.

Members who added a donation to membership dues, those who made in-kind donations, and those who did not respond to my request are not included in this list. Sorry if I missed you.

Barbara Bendix: Vermont Sheep and Wool Festival, Refreshments

Shirley Bergert: NEWS Representative, Guild Challenge

Andy Bird: Guild Looms

Jane Bird: HGA Representative, Sheep and Wool Festival

Kathryn Carvey: Guild Secretary

Shannon Cunniff: Program Committee, Vermont Sheep and Wool Festival

Bonnie Dore: Guild Show

Mary Alice Favro: New Members Committee

Julie George: Guild Judging and Show, NEWS, Guild Looms, Vermont Sheep and Wool Festival

Claudia Gibson: Guild President, Program Committee, Vermont Sheep and Wool Festival, Guild Facebook page,

NEWS Representative, Guild Forum Administrator
Leslyn Hall: Guild Challenge
Ron Halterman: Guild Treasurer, Vermont Sheep and Wool Festival
Bradie Hansen: Guild Instagram page
Mary Hays: Vermont Sheep and Wool Festival
Annette Higby: Guild Librarian, Vermont Sheep and Wool Festival
Dena Hirschak: Website Maintenance
Rebecca Jensen: Library Committee, Operations Manual Committee, Guild Show Judging
Robin Joy: Guild Show, New Co-Coordinator for Vermont Sheep and Wool Festival weaving area
Trudy Otis: Guild Judging and Show, NEWS
Tricia Parmelee: Guild Show, New Co-coordinator for Vermont Sheep and Wool Festival weaving area
Marty Reid: Membership Secretary, Library Committee, Operations Manual Committee
Susan Rockwell: Guild Looms, Vermont Sheep and Wool Festival
Mary Schwartz: Library Committee
Billie Smith: NEWS
Layne Tharp: Program Committee, Operations Manual Committee, Guild Show
Sarah Wakefield: Program Committee, Vermont Sheep and Wool Festival

*Non-member Susan Smolinsky: Guild Show Judging

Membership Report, 2023-2024

Annual Meeting, May 11, 2024

Submitted by Marty Reid, Membership Secretary

The Membership Year began in September 2023.

The Guild currently has 78 members.

Membership Renewals: 59

New Members (including a few members who returned after an absence): 19

Honorary Members: 0

Membership Payments:

Basic dues level (\$40.00): 46*

Basic dues, plus donation: (\$45.00): 1

Contributing member (\$50.00): 19

Sustaining member (\$75.00): 12

*Includes 1 member who paid for 2 years in 2022, and 8 members who joined after the 2023 annual meeting, and before the start of the September membership year.

Total dues: \$3,735.00 (paid in FY23 and FY24; the guild fiscal year is July 1 - June 30).

Dues paid using PayPal (credit card): 46

Dues paid with check or cash: 32

Membership in Past Years

Some of you have asked how our current membership compares with past years. I found membership numbers for 2007-2021 in meeting minutes posted on the guild website. Not all minutes include membership numbers, and end-year numbers were not always available. Membership Year: September – September.

2022-23: 75 (August 2023)

2021-22: 61 (August 2022) [COVID Pandemic]

2020-21: 60 (February 2021) [COVID Pandemic]
2019-20: 72 (May 2020)
2018-2019: 62 (November 2018)
2017-2018: 83 (May 2018)
2016-2017: 89 (May 2017)
2015-2016: 81 (March 2016)
2014-2015: 90 (April 2015)
2013-2014: 64 (November 2013)
2012-2013: 73 (March 2013)
2011-2012: 80 (May 2012)
2010-2011: 78 (May 2011)
2009-2010: 63 (May 2010)
2008-2009: 70 (May 2009)
2007-2008: 66 (January 2008)
2006-2007: 59 (May 2007)

Vermont Weavers Guild - Calendar of Programs 2024-2025

From Program Committee, May 11, 2024

- Saturday, September 14, 2024, Potluck, at White River Craft Center (WRCC)
- Saturday, September 14, 2024, Napkin Exchange, at WRCC
- Friday, September 20, 2024 “Behind the Scenes Tour of Textiles” at Shelburne Museum
- October 12, 2024, Lecture: Pamela Wilson, “Little Looms: Portable, Inexpensive, Exciting!”, at WRCC
- October 12, 2024, Workshop: Pamela Wilson, “Back Strap Weaving” at WRCC
- November 9, 2024, Lecture: Leslie Fesperman, “Weaving in North Carolina Today and Yesterday and Textile Waste and Rag Style Weaving” (on Zoom)
- November 9, 2024, Workshop: Liz Moncrief, “A Loom Compendium” (on Zoom)
- February 8, 2025, Lecture: Andean Textile Association (Zoom presentation) and “Latin” Potluck
- February 8, 2025, Workshop: TBA
- March 8, 2025, Lecture: TBA
- March 8, 2025, Workshop: TBA
- April 12, 2025, Lecture: “Repurposing Heirloom Textiles “
- April 26 and 27, 2025, Workshop: Leslie Fesperman, “Historic Rag Rugs”, at WRCC
- May 10, 2025, Annual Meeting
- May 10-11, 2025, Workshop: 2-day Weft Ikat, with Mary Zicafoose, at WRCC