

# MARQUETTE COUNTY QUILTERS ASSOCIATION

P.O. Box 411 Marquette, MI 49855  
www.marquettequilters.com

January, 2012

January 4, 2012

Peter White Public Library  
Community Room 6:30 PM

Let's get **\*MCQA 2012\*** rolling!

Programming Note From Marcia:

Happy New year! Hope you had a great Christmas.

January Program is presented by Judy Parlato and Marcia Wentela: Many of us make New Year's Resolutions to use what we have....I know I only last till the stores open back up after the Holiday....This month, we will be looking at how you can be creative with your stash and scraps.

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## Secret Palls Sign-up:

Folks need to sign up next Wednesday and I will have the forms at the meeting, Thanks! Judy

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From Rosemary:

Your unwanted quilting items are someone else's treasure.

Clean your closet and bring items to the Sale Table.

Our treasury will be grateful!

## 2012 Board of Directors

*President:* Ragene Henry

*Past President:* Judy Parlato

*President Elect:* Carol Luoma

*V.P. Programs:* Marcia Wentela

*V.P. Publicity:* Karen Sanford

*Secretary:* Jackie Shier

*Treasurer:* Mary Goodwin

## Standing Committees

*Blotto:* Jane Lloyd-Lee, Kim LaTourneau

*Christmas in July:* EvAnn Johnson, Ann Pillote

*Hospitality:* Sandra Salo, Laurie Short, Rose Plunkard

*Library:* Connie Hagle, Sara Hagle

*Membership:* Teresa Zielinski, Geri Peterson

*Newsletter Editor:* Jeanne Baumann

*November Quilt Sale Table:* Rosemary Glenn

*Teddy Bear Quilts:* Tracey Cairati, Linda Dompierre

*Webmaster:* Nancy Henderson

*Charity Quilts:*

*Bay Cliff:* Chris Wiik

*Neonatal:* Neonatal Friendship Group

*Several openings are available for chairpersons of our standing committees. Please consider becoming involved by volunteering to help fill these positions.*

*Charity Quilts:*

*Harbor House:*

*Pregnancy Care Clinic:*

*Jacobetti Home for Veterans:*

*Property/Equipment:*

*Historian/Photographer:*

*Secret Pals:*

*Retreat and Workshop:*



MCQA Minutes will return next edition -



There will be an organizational meeting to kick-start the planning for **Autumn Comforts**, our biennial quilt show to be held mid-November, 2012.

Quilt Show Co-chairs Judy and Tracey encourage you to read the Autumn Comforts Job Descriptions attached to this newsletter, and plan to attend the meeting on Saturday, January 7, 10:00 am, at Ben Franklin, to get in at the ground floor planning of our much anticipated event.

### *2012 Quilt Show*

*Co-Chairs:* Judy Parlato, Tracey Cairati  
*Raffle Quilt:* Chris Wiik  
*Raffle Tickets:* Chris Swenor, Laurie Short

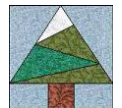
### Membership note:

*If you have not yet enrolled as a 2012 member, remember the dues this year are \$15.00 for all the guild member benefits. Please be prepared to renew your membership at the Jan. meeting.*

*As you enroll, please take the time to make sure your name and contact information is printed carefully and correctly for our membership roster. That's how we can communicate with each other!*

### Library note:

- Items checked out in November are due in January.
- The December-January issue of **Quilting Arts** magazine just arrived, with these cover stories:
  - Appliqué Pet Portraits
  - Art Quilts Gone Wild (challenge results)
  - Create Art Cloth with Print and Stitch
  - Let Loose free style quilting tips
- Library **annual surplus sale** will take place in the February and March meetings. Items not checked out in the last several years will be sold to make room for new publications. There may be an old favorite of yours available at a 'garage sale' price. Items to be sold will be listed in the February news.



[www.marquettequilters.org](http://www.marquettequilters.org)

Latest news, pictures from our Show 'n' Tell, favorite links, and full event details: MCQA at your fingertips, every day, whenever you have time.

Thanks, Nancy for a notable web site....send your contributions to webmaster Nancy:

[quilters@marquettequilters.com](mailto:quilters@marquettequilters.com)

Whether you participated, or were unable to attend, our website has a great report on the fun and frolic that was the **Christmas Party 2011**. It was such a great time to celebrate our shared love of quilts and quilting.

Thank you, Ragene, Nancy, and Carol for organizing a great time for all, and a wonderful wrap-up of our successful year in 2011.

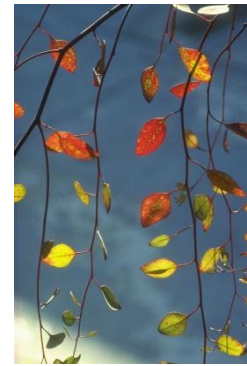


**Newsletter deadline for February, 2012 edition: January 18**

Send your news to [mcqanewsletter@yahoo.com](mailto:mcqanewsletter@yahoo.com)



## Autumn Comforts Chair Positions



by Mary Jane Johnson and Judy Parlato 2012

### **Q**uilt Show Co-Chair: this is best done by members with leadership skills:

The Co-chairs oversee the show, coordinate activities, fill vacant chair positions, distribute folders, set up meetings, take notes during the meetings, transmit notes to chairs and arrange show site rental. The chairs are expected to resolve questions necessary for planning (*example*) *Should the show be judged?* The chair makes nametags for new chairs, obtains, wraps and distributes gifts for chairs and draw prizes for volunteers. The chairs are responsible for an article in the booklet, confirm show policies, and report to the membership at general meetings. The show chairs are responsible for the lobby area at the show. This is where the raffle quilt is displayed, door prizes, and MCQA display traditionally is housed. The chairs should assign signage to someone.

### **T**reasurer: Best done with someone selected and approved as skilled in money handling;

The treasurer should have the quilt show account put in the name of the president or quilt show chair and the quilt show treasurer. The treasurer will receive funds from the vendor chair, raffle quilt chair, magazine chair, and silent auction chair. The treasurer will help plan the show budget, make expense payments to chairs keeping detailed and accurate records. The treasurer will oversee the volunteers and front door admission, raffle quilt ticket sales, and magazine table money collection on both show days. She will collect all silent auction monies on the last show day. The treasurer is expected to prepare an expense/revenue summary of the entire show to the Co-Chairs by January 1, 2013.

### **R**affle Tickets: This is best done by someone with organizational skills;

As soon as the show dates and times are known, apply for the raffle license. Arrange to have the tickets printed, distribute to the membership ASAP, plan places to sell the tickets, and procure volunteers to help. Take into consideration March National Quilt Day, May Shop Hop, Art on the Rocks, The Outback, and a table at the mall. Arrange for local shops to have tickets. Collect funds and transmit funds to show treasurer. Monitor the retrieval of the raffle drum, monitor the ticket sale at the show, oversee the ticket drawing, keep accurate records and prepare a report for the treasurer and the Co-chairs before December 1, 2012.

### **R**egistration: This is best done by someone proficient in computer skills;

Registrar should be present to help decide on the Autumn Comforts' theme, Guild challenge, decision as to whether the show will be judged or not, and review of the quilt entry categories. She should also be a part of the booklet discussion. Taking this into consideration, she will prepare registration forms, update said forms, produce and distribute these forms to quilt stores etc. She should submit form information to

MCQA website, other guilds, and have forms available at general membership meetings. Registrar will receive forms and enter information into a spreadsheet. If a booklet is to be printed, the registrar will submit the entry information to the booklet chair. The registrar will submit the entry information to the hanging chair for planning the quilt hanging. The registrar will receive the quilts the day before the show and return the quilts right after the show.

**H**anging Chair: This is best done by someone who has helped hang quilts before;

Hanging Chair must reserve booth poles from the City of Marquette/Lakeview Arena as soon as the show date is known. The hanging chair should obtain registration information once registration is closed, plan out a quilt layout; prepare signage to direct receiving quilts, hanging quilts, taking down and returning quilts. The chair should arrange pick up and moving poles to the show and returning the poles to Lakeview Arena. The chair should have the sheets laundered and pressed as needed, obtain more sheets and skirt hangers if needed; provide soap, rags and buckets to clean poles before setup, mark floors for set up, direct setup; direct takedown; pick up and return supplies from storage (sheets and poles).

**V**endor Chair: This is best done by someone who is familiar with the vendor arena;

The vendor chair contacts vendors previously participating in our show and adds new vendors by using e-mail and letters. The contact will include forms with deposit information, deadlines, and booth sizes available. If the first deadline is not met, make additional contacts by e-mail, phone, or letter. The chair should offer business card advertising to be handed out with the booklet. The chair should provide this information to the Booklet chair. The vendor chair should receive book fees and transmit money to Show treasurer. The list of vendors should be passed on to the Demo chair so that they can make contacts for demos. The vendor chair should also supply the vendor list to the Door prize chair to make contacts for the door prizes. The vendor chair needs to plan the vendor layout, report to the Show co-chairs the number of tables /skirts needed; tape the floor layout on the day before the show and monitor the vendor area during the show. The vendor chair should be available at the guild table in the vendor area during the show.

**S**ilent Auction: This is best done by someone who likes to collect/display/solicit auction items;

The Silent Auction Chair communicates to the membership the desire for donated items. She then prepares, packages, and prices the items. The chair transports the items to the show site, sets up the display, and trains/monitors volunteers during the auction. The chair is very busy at close. The chair will contact bid winners to receive payments and deliver goods. The chair gives the money to the treasurer at the close of the show.

**P**ublicity Chair: This is best done with someone willing to creatively promote the show;

The publicity chair is responsible for bookmarks, posters, ads and marquis show display information. The publicity chair will design, print, and distribute bookmarks prior to the May Shop Hop; help plan the advertising budget, distribute bookmarks to the travel bureau; arrange advertising in the Mining Journal and Marquette Monthly; prepare a poster for access on the MCQA website, print posters for distribution, Have posters available at general membership meetings. If necessary, design a poster to put out a call for quilt entries.

**Booklet Chair:** This job is best done by someone with computer skills;

The booklet chair will set up the show booklet once information has been received from the Registration Chair, Vendor Chair, Demo Chair, Fashion Show Chair, and Quilt Show Co-Chairs. The chair will be involved in the show budget planning to determine a printing budget. If necessary, bids should be obtained. The booklet needs vendor coupons and schedules, special exhibits information, raffle quilt information, and quilt entry information. The chair will work with the printer, determine submission deadline, the number of copies needed, pick up the booklets and bring them to the show.

**Fashion Show:** This job is best done by someone with charisma and a sense of humor;

The fashion show chair needs to communicate with the membership about displaying clothing and accessory items related to quilting. She needs to coordinate with the demo chair, obtain information about the items, introduce and describe the items during the fashion show she has choreographed.

**Door Prizes:** This job is best done by someone willing to solicit prizes:

The door prize chair collects and prepares items from the general membership, vendors, and merchants to hand out randomly as people enter the show.

**Judging Chair:** This job is best done by someone willing to assist the judges;

The judging chair is necessary if the show is to have judged categories. The chair finds, invites, and coordinates appropriate judges, procures judging forms, communicates with the Registrar and Ribbons Chair about category ribbons needed, and assists the judges while they review the quilts.

**Props Chair:** Decides on what props are of interest, makes requests of membership and records donations. The chair arranges and dismantles the props.

**Magazine Table Chair:** The chair should make requests of members for donations, and pack, price and bundle magazines. The chair should transport the magazines to the show, set up display, monitor volunteers, collect funds and submit to the treasurer on the day of the show.

**Security Chair:** This involves the white glove volunteer coordination, watching the back door so that there is proper flow of traffic to the admissions table. This job involves booklet recycling and coordination with the magazine and door prize tables.

**Ribbons:** This category is necessary if any area of the show is judged. The chair needs to obtain information from registration and judging as to what ribbons are needed. The chair should recruit help in assembling the ribbons.

**Demo Chair:** This person plans and schedules the demonstrations

The Chair finds people to demonstrate techniques related to quilting. She must coordinate and schedule the demonstrations as well as introduce the presenters and thank them. If the chair is uncomfortable announcing the demonstrations, she can find someone to do this for her.