



Rug Braiders International General Meeting

**Agenda for Zoom Meeting:
Saturday, June 7, 2025, 1 pm EST**

Agenda

1. **Call to Order** -- Rissa Moore, President
2. **Approve/Add to: Agenda**
3. **Amend/Approve Minutes of Last Meeting** – attached. Karen Levendusky, Secretary
4. **Treasurer's Report** – Sherry Chilcutt, Treasurer, is away. Report is attached.
5. **Presentation of Proposed Budget** for FY '25-'26 -- Gail Stephens, Vice President
See attached. Budget is presented in June and voted on in September.
6. **Progress on Name Change** – probably not complete until September...
7. **Committees:**
 - a. **Conference Committee** : Chair: Sherry Chilcutt
Looking into a site for end of April/beginning of May next year in Washington State (Western Conference one year, Eastern Conference the next, because our membership is from a large geographic area). Also pursuing a Guild Leadership Conference in March, in New York.
 - b. **Education Committee** Chair: Christine Manges
 1. Online classes currently open: 6-Braid Spiral starts Friday, June 13, over Zoom.
 2. The Education Committee will meet Sunday, June 8 at 3pm EST over Zoom for a long-term planning session. Our goal: set up a teaching plan for the next two years of classes. Classes will be planned for beginners, intermediate, and advanced braiders; also for teachers: teaching braiding in person, and teaching braiding online.
 - c. **Exhibit Committee** Chair: Pam Rowan
 1. **Sauder Village** Rug Hooking Week, Aug 12-16, 2025. Registration is now OPEN. Visit <https://saudervillage.org/classes-events/special-events/rug-hooking-week/rug-registration-2025> to register your rug!! Christine will walk you through the process online.
 2. **Rug Challenges:**
2026: Mixed Media Braided Garden
2027: Fine Art Inspiration
2028: Mythical Beasts / Magical Creatures
 3. **State and County Fairs:** Check out your State and County websites for opportunities.
 - d. **Finance Committee** Chair: Donna Witmer
 - e. **Fundraising/Scholarship Committee** Chair: Kris McDermet
 - f. **Media Committee** (website, social media) Christine Manges; Lisa Kilgo
Our Facebook Address: www.facebook.com/groups/308491603694553 or search for "Rug Braiders International"

Our Instagram Address: #rugbraidingvf. We're working on getting a new Instagram account with our new name on it. We're having difficulty linking the FB & Instagram accounts. Stay tuned!

g. **Membership Committee** Co-Chairs: Marlene Breitenbach & Mary Ragno

- Current members: 232
- Membership RENEWAL for FY 25-26 (July 1, 2025 – June 30, 2026) starts today, June 7! Membership is still just \$30.
- This summer: work on a new flyer for the RBI guild

h. **Nominating Committee** Chair: Mary Hibbard

i. **Program Committee** Chair: Christine Manges
Zoom Coord: Judy Fahnestock

Special Events: (Speakers get \$200 for their presentations)
Saturday, June 28 at 1p over Zoom: Reducing Textile Waste w/ Cookie Washington

Braid Help: will continue to meet over the summer every 2 weeks: July 6 & 20;
August 3, 17, & 31

Outside Events of Interest:

• **Sauder Village Rug Hooking Week**, Aug 12-16, 2025, with an exhibit of braided rugs!
Archbold, OH

• **October 10-12, 2025, New England Braids**, Methuen, Massachusetts,
www.rugbraiding.wordpress.com or contact Carol Broadbent at carolbraids@gmail.com

8. **Demo: Stripping (Wool)** with Christine Manges.

9. **Adjournment**, followed by **Show & Tell!**

Attachments:

- Minutes of Last Meeting
- Treasurer's Report
- Proposed Budget for FY '25-'26

Rug Braiders International May 3, 2025 General Meeting Minutes

1. **Call to Order** – President Rissa Moore called the meeting to order at 1:00pmEST. There were 28 attendees.
2. **Approve/Add to the Agenda** – Christine Manges added slide shows for the Rug Challenge, Tea Cup Auction, and conference Show and Tell to the agenda. Motion to approve by Gail Stephens. Seconded by Mary Ragno. The agenda was approved.
3. **Amend/Approve Minutes of Last Meeting** – No amendments to the minutes. Motion to approve by Pam Rowan. Seconded by Christine Manges. The minutes were approved.
4. **Treasurers Report** – no report
5. **Progress on name change** – Karen Levendusky reported that treasurer Sherry Chilcutt is in the process of changing our name with the IRS.
6. **Committees**

a. Conference – Christine Manges reported that the conference went well and was a lot of fun.

b. Education – Christine Manges reported that a Zig Zag Chair Pad class is in progress and three more classes will be starting soon. Classes are listed in the agenda and on the website. The committee met recently and is working on a long-term class schedule.

c. Exhibit Committee – Pam Rowan reported that the committee met and has decided to use the \$700 to assist 14 braiders with up to \$50 each toward shipping costs for getting their rugs to Sauder Village. Christine Manges presented a slide show of the Braided Water Challenge. Upcoming challenges are Mixed Media - Braided Garden in 2026, Fine Art Inspiration in 2027, and Mythical Beasts and Magical Creatures in 2028. Rissa Moore suggested braiders exhibit at “Make it with Fiber in Maine” at the Maine Fiber Frolic May 31-June 1 in Windsor, Maine.

d. Finance – no report

e. Fundraising/Scholarship – Kris McDermet reported that the Tea Cup auction was a great success with 38 groups of beautiful items and raised \$1515.00 for scholarships next year. The committee will meet in June. Christine Manges presented a slide show of the Tea Cup Auction.

f. Media – Christine Manges reported that she is working on updating the website with the new name and colors. Contact Christine if you can help with proofreading. Christine will work with Mary Ragno to update our flyer.

g. Membership – Marlene Breitenbach reported that we are up to 232 members.

h. Nominating –Gail Stephens reported that Judy Fahnestock has agreed to take over the Vice President position for 2025-2026.

i. Programs- A list of upcoming special events, demos, and outside events is in the agenda.

7. Demo - Christine Manges and Pam Rowan presented a demo on RO vs LO Braiding and Lacing.

8. Adjournment – President Rissa Moore called for a motion to adjourn. A motion to adjourn was made by Patsy Simon and seconded by Gail Stephens. The meeting was adjourned at 2:07pmEST followed by show and tell. Christine Manges presented a slide show of the show and tell at the conference.

Submitted by Karen Levendusky 5/4/2025

Valley Forge Rug Braiding Guild

Statement of Financial Position

As of June 4, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Mercury Checking	22,188.09
10100 Mercury Savings	2,977.70
10200 Paypal	0.00
Total Bank Accounts	\$25,165.79
Other Current Assets	
14000 Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$25,165.79
TOTAL ASSETS	\$25,165.79
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
21000 Other Current Liability	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
30100 Unrestricted Net Assets	20,737.36
30200 Temp Restricted Net Assets	0.00
Net Revenue	4,428.43
Total Equity	\$25,165.79
TOTAL LIABILITIES AND EQUITY	\$25,165.79

Valley Forge Rug Braiding Guild

Statement of Activity July 1, 2024 - June 4, 2025

	TOTAL
Revenue	
40000 Contributed income	
40010 Donations from individuals General Fund	1,082.17
40020 Donation for Scholarship Fund	2,890.00
40030 Donation for Gift Card	-971.17
40040 Donation for Shipping of Rugs	100.00
Total 40000 Contributed income	3,101.00
41000 Program Revenue	
41010 Membership Fees	4,330.00
41020 Class Revenue	14,361.00
41030 Speaker Fee Revenue	87.47
41040 Retreat Revenue	18,513.00
41090 Discounts given	-2,400.00
Total 41000 Program Revenue	34,891.47
Unapplied Cash Payment Revenue	0.00
Total Revenue	\$37,992.47
GROSS PROFIT	\$37,992.47
Expenditures	
60000 Contract & professional fees	
60040 Speaker fee expenditures	1,584.98
60050 Teacher Fees	10,648.74
Total 60000 Contract & professional fees	12,233.72
60100 Advertising & marketing	342.82
60200 Office expenses	
60225 Paypal Fees	1,067.94
60210 Bank fees & service charges	0.00
Total 60225 Paypal Fees	1,067.94
60230 Wix Fees	192.32
60245 Software & apps	571.09
Total 60200 Office expenses	1,831.35
60400 Conferences, conventions, and meetings	16,756.15
60800 Grants to Organizations	2,400.00
Total Expenditures	\$33,564.04
NET OPERATING REVENUE	\$4,428.43
NET REVENUE	\$4,428.43

Rug Braiders International

Simplified Budget July 1, 2025 through June 30, 2026

For Presentation to RBI membership June 7, 2025 meeting. Membership vote will be during our general meeting in September 2025.

INCOME	AMOUNT	NOTES
Administrative costs of VFRBG	\$0	
Income by Committee:		
Fundraising/Scholarship	\$1,600	Fund Raising and scholarship donations
Finance	\$0	Oversees funding and tax reporting/Donations
Media	\$0	Website & social media publicity for guild
Membership	\$5,600	membership dues @\$30/yr \$15/half yr
Program: Education	\$10,000	Income from online classes
Program: Special Events & Demos	\$60	Fees from monthly guild special events
Program: Braid Conference, Spring	\$11,600	Income from meals, classes, exhibitors, commuters
TOTAL INCOME	\$28,860	Total income budgeted July 1, 2025 -June 30, 2026

EXPENSES	AMOUNT	NOTES
Administrative	\$640	Insurance- Directors and Officers
Expenses by Committee:		
Fundraising/Scholarship/Exhibits	\$2,076	Scholarships given, mailing wool for raffle rug+admin fee
Finance	\$580	Accounting software & IRS/PA tax forms prep, Auditor
Media	\$972	Website hosting, Domain registration
Membership	\$894	discount to members for online classes, Zoom membership, Credit card fees to process memberships +admin fee
Program: Education	\$10,105	Online classes honorarium, overhead camera holder for zoom teaching, credit card fees +admin fee
Program: Special Events & Demos	\$2,448	Honorarium to monthly guild meeting speakers/demos +admin fee
Program: Braid Conference Spring	\$10,939	classes venue, teacher honorarium, credit card fees, general liability insurance, registration software, +admin fee
TOTAL EXPENSES	\$26,462	Total expenses budgeted July 1, 2025-June 30, 2026