



Valley Forge Rug Braiding Guild General Meeting

**Agenda for Zoom Meeting:
Saturday, December 7, 2024, 1 pm EST**

Agenda

1. **Call to Order** -- Rissa Moore, President
2. **Approve/Add to: Agenda**
3. **Amend/Approve Minutes of Last Meeting** – attached
4. **Treasurer's Report** – Sherry Chilcutt, Treasurer – see attached financial statements
5. **Committees:**
 - a. **Conference** : Co-Chairs: Donna Witmer, Sherry Chilcutt
Stella Niagara Center of Renewal in Lewiston, NY on April 25-27, 2025.
 - b. **Education:** Chair: Christine Manges
Receiving class proposals from Teachers for the conference.
 - c. **Exhibit** Chair: Pam Rowan
 - a. **Rug Challenge:** "Braided Water"....Will be shown at the Spring Conference 2025. You don't have to be there to make a challenge rug!
 - b. **State and County Fairs:** Check out your State and County websites for opportunities.
 - c. **Sauder Village Rug Hooking Week**, Aug 12-16, 2025
 - d. **Finance** Chair: Donna Witmer
 - e. **Fundraising/Scholarship** Chair: Kris McDermet
Meeting January 8 @ 5p to plan Scholarships – number and amount --for the conference. Scholarship application form will be reviewed.
 - f. **Media** (website, social media) Christine Manges; Lisa Kilgo; Sonia Miranda
Our Facebook Address: www.facebook.com/groups/308491603694553 OR search
for Valley Forge Rug Braiding Guild.
Our Instagram Address: #rugbraidingvf.
Send photos to Instagram Coordinator, Sonia Miranda: bukiah@gmail.com
 - g. **Membership** Co-Chairs: Marlene Breitenbach & Mary Ragno
Current members: 189
 - h. **Nominating Committee** Chair: Mary Hibbard
 - i. **Programs** Chair: Christine Manges
Zoom Coord: Judy Fahnestock

Special Events: (Speakers get \$200 for their presentations)

12/14	Quillie Snowflake - Yvonne Iten-Scott
1/18	Creating an Art Journal: Susan Feller
2/22	Creating Images in Braids, with K.McDermet & C.Manges
3/15 or 3/22 or 3/29	
4/26	
5/17 or 5/31	

6/21 or 6/28	
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Demos at Guild Meetings: (Demonstrators get \$25 as a thank you).

12/7	Bleach Test for wool: Pam Rowan
1/4	Braiding with Socks: Nancy Young & Pam Rowan
2/1	
3/1	
4/5	
5/3	LO vs RO Braiding: Pam Rowan & Christine Manges
6/7	

Outside Events of Interest:

Pam Rowan's Franciscan Braid Retreat, Feb 27-Mar 2, 2025

Franciscan Guest House, 26 Beach Ave, Kennebunk, Maine 04043

More info: email Pam: braidarug@gmail.com

New England Braids, Methuen, Massachusetts, October 10-12, 2025

www.rugbraiding.wordpress.com or contact Carol Broadbent at carolbraids@gmail.com

6. **Bleach Test for Wool Content**, with Pam Rowan

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

Attachments:

- Minutes of Last Meeting
- Statement of Financial Position
- Statement of Activity

Valley Forge Rug Braiding Guild

November 2, 2024 General Meeting Minutes

1. **Call to Order** – President Rissa Moore called the meeting to order at 1:00pmEST. There were 32 attendees.
2. **Approve/Add to the Agenda** – No additions to the agenda. Motion to approve by Peggyann Watts. Seconded by Gail Stephens. The agenda was approved.
3. **Amend/Approve Minutes of Last Meeting** – No amendments to the minutes. Motion to approve by Gail Stephens. Seconded by Christine Manges. The minutes were approved.
4. **Treasurer's Report** – Treasurer Sherry Chilcutt presented the Treasurer's report. Our revenue so far this year is just under \$4000. Sherry added a reminder that members do not need to pay for Special Events.
5. **Committees**
 - a. **Conference** –Sherry reported that the conference will be held at Stella Niagara Center of Renewal in Lewiston, NY on April 25-27, 2025. The committee is working on classes and costs for the conference. Sign up will be in late January or early February.
 - b. **Education**– Christine Manges reported that the Education Committee will be discussing classes to be held at the conference on Sunday, November 10 at 4pm. Christine is working on an oval rug beginner braiding handout with teacher recommendations. Gail Stephens suggested putting it in the members only section of the website.
 - c. **Exhibit Committee** – Pam Rowan reported that the Exhibit Committee will meet in December. Rissa suggested members work on their Braided Water pieces for the conference.
 - d. **Finance** – No report.
 - e. **Fundraising/Scholarship** – Kris McDermet reported that the committee will meet soon to plan a fundraiser at the conference. She reported that the raffle rug at the Wyoming Conference raised \$1500.
 - f. **Media** – Facebook and Instagram addresses are listed in the agenda.
 - g. **Membership** –Mary Ragno sent a report that we have 185 members. Gail suggested looking at class lists to see how many students join the guild after taking classes and also having a survey at the end of each class. Kris McDermet added that teachers would appreciate the feedback. Gail and Kris will work on a survey. Marjorie Corrow and Pandora Bryce offered to assist them.
 - h. **Nominating** –Mary Hibbard reported no activity at this time.
 - i. **Programs**- Christine Manges presented the current schedule of Special Events and Demos which are listed in the agenda.
8. **Exhibit Opportunities** – Exhibit opportunities are listed in the agenda.
9. **Demo** – Christine Manges gave a presentation on **Drawing Braids**.
10. **Adjournment** – President Rissa Moore called for a motion to adjourn. A motion to adjourn was made by Lucinda Harrison-Cox and seconded by Maddy Fraioli. The meeting was adjourned at 2:05pmEST followed by show and tell.

Submitted by Karen Levendusky 11/26/2024

Valley Forge Rug Braiding Guild

Statement of Financial Position

As of December 7, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Mercury Checking	20,413.49
10100 Mercury Savings	2,782.70
10200 Paypal	365.81
Total Bank Accounts	\$23,562.00
Other Current Assets	
14000 Undeposited Funds	-5.13
Total Other Current Assets	\$ -5.13
Total Current Assets	\$23,556.87
TOTAL ASSETS	\$23,556.87
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	2,819.51
Total Equity	\$23,556.87
TOTAL LIABILITIES AND EQUITY	\$23,556.87

Valley Forge Rug Braiding Guild

Statement of Activity

July 1 - December 7, 2024

	TOTAL
Revenue	
40000 Contributed income	
40010 Donations from individuals General Fund	972.17
40020 Donation for Scholarship Fund	1,375.00
40030 Donation for Gift Card	-971.17
Total 40000 Contributed income	1,376.00
41000 Program Revenue	
41010 Membership Fees	3,375.00
41020 Class Revenue	6,169.83
41030 Speaker Fee Revenue	20.52
41040 Retreat Revenue	796.00
Total 41000 Program Revenue	10,361.35
Unapplied Cash Payment Revenue	0.00
Total Revenue	\$11,737.35
GROSS PROFIT	\$11,737.35
Expenditures	
60000 Contract & professional fees	
60040 Speaker fee expenditures	804.99
60050 Teacher Fees	4,092.31
Total 60000 Contract & professional fees	4,897.30
60100 Advertising & marketing	196.86
60200 Office expenses	
60225 Paypal Fees	276.80
60210 Bank fees & service charges	0.00
Total 60225 Paypal Fees	276.80
60230 Wix Fees	94.33
60245 Software & apps	159.90
Total 60200 Office expenses	531.03
60400 Conferences, conventions, and meetings	3,292.65
Total Expenditures	\$8,917.84
NET OPERATING REVENUE	\$2,819.51
NET REVENUE	\$2,819.51