



Rug Braiders International General Meeting

**Agenda for Zoom Meeting:
Saturday, Sept 6, 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. Report is attached.
5. **Presentation of Proposed Budget** for FY '25-'26 -- Gail Stephens, Past Vice President and Judy Fahnestock, current Vice President. See attached. Budget was presented in June and is voted on in September.
6. **Progress on Name Change** – New Bank account, website name, logo, business cards, Facebook account, Instagram Account, are all accomplished.
We need volunteers to help check the website: the old Valley Forge name keeps cropping up in hidden places. If interested in reviewing a tab or section, please email ccmanges@gmail.com.

7. Committees:

- a. **Conference Committee** : Chair: Sherry Chilcutt
RBI Spring Conference: Seabeck Conference Center, Seabeck, Washington
April 30 – May 3, 2026
Also pursuing a Guild Leadership Conference in March, in New York.
- b. **Education Committee** Chair: Christine Manges
 1. Online classes posted for the Fall and listed for the spring.
 2. Our **Online Teachers**: Rose Robertson-Smith, Pam Rowan, Kris McDermet, Mary Hibbard, and Christine Manges.
 3. Our **Braid Help Teachers**: Peggyann Watts, Pam Rowan, Lucinda Harrison-Cox, Karen Levendusky, and Christine Manges. Braid Help meets twice monthly on Sundays at 4pm EST.
 4. New **Teacher Forum**: once a month sessions focusing on topics of interest to Rug Braiding Demonstrators and Rug Braiding Teachers, both online and in person. Meets Sundays at 4pm EST once a month.
- c. **Exhibit Committee** Chair: Pam Rowan
 1. **Slide Show of the Braid Exhibit, Sauder Village Rug Hooking Week, 2025**
 2. **Rug Challenges**:
2026: Mixed Media Braided Garden (flower rug class just started....)
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;
Janet O'Connell

Our **website**: www.RugBraidersInternational.org.

Our **Facebook Address**: www.facebook.com/groups/308491603694553 or search for "Rug Braiders International"

Our **Instagram Address**: #rugbraidersinternational. Judy Fahnestock is managing the account.

- g. **Membership Committee** Co-Chairs: Marlene Breitenbach & Mary Ragno
• Current members: 171. We were up to 232 at the end of last year.

- 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, Sept 20 at 1p over Zoom: Magnificent Multistrand Braiding w/ C.Manges

Demos: We need Demonstrators!!!

Braid Help: Meets twice monthly on Sundays at 4pm EST. See attached schedule.

Outside Events of Interest:

• **Sauder Village Rug Hooking Week**, Aug 12-15, 2026, with an exhibit of braided rugs! Archbold, OH. Trying to pull together a group exhibit.

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

8. **Demo: Chevron Braiding** with Christine Manges.

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

Attachments:

- Minutes of Last Meeting
- Treasurer's Report
- Proposed Budget for FY '25-'26
- RBI flyer
- Schedule of Events

Rug Braiders International June 7, 2025 General Meeting Minutes

1. **Call to Order** – President Rissa Moore called the meeting to order at 1:00pmEST. There were 18 attendees.
2. **Approve/Add to the Agenda** –Gail Stephens added holding our election for Vice President to the agenda. Motion to approve by Christine Manges. Seconded by Pam Rowan. The agenda was approved with the addition.
3. **Amend/Approve Minutes of Last Meeting** – No amendments to the minutes. Motion to approve by Mary Hibbard. Seconded by Gail Stephens. The minutes were approved.
4. **Treasurers Report** – no report
5. **Presentation of the proposed budget for 2025-2026** - Gail Stephens presented the proposed budget that is attached to the agenda. The \$5 member discount for classes will no

longer be deducted from teachers' compensation but will be an expense for the Membership Committee. Additional Zoom accounts will be purchased for teachers. Yearly membership fees will not be increased.

6. **Progress on Name Change** – Our name change is in progress but the name has not been changed with the bank. All checks for classes and membership renewal should continue to be written to Valley Forge Rug Braiding Guild and mailed to Karen Levendusky.
7. **Committees**
 - a. **Conference** – Our 2026 conference is being planned in Washington State. More details will be available soon.
 - b. **Education** – Christine Manges reported that the Education Committee will be meeting at 3:00pm EST on Sunday, June 8. One final class for this year will be starting next week.
 - c. **Exhibit** – 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 encouraged braiders to enter their rugs to be exhibited at Sauder Village.
 - d. **Finance** – no report
 - e. **Fundraising/Scholarship** – no report
 - f. **Media** – Christine Manges reported that she is working on updating the website with the new name and colors. The Duties and Procedures section will be updated over the summer.
 - g. **Membership** – Mary Ragno reported that we are up to 232 members. She reported that the member list is updated on the website a few times a year and members can choose to not have their email and phone number listed.
 - h. **Nominating** – Mary Hibbard presented Judy Fahnestock as candidate for Vice President for 2025-2026. Mary made a motion to hold a vote. Gail Stephens seconded. The vote was a unanimous “Yes” and Judy is our new Vice President. Mary added that we will need to elect a new Secretary for 2026-2027 since Karen Levendusky will have reached the term limits for the position.
 - i. **Programs**- Christine Manges reported that we have one more Special Event this year. Details are in the agenda.
8. **Demo** - Christine Manges presented a demo on Stripping Wool.
9. **Adjournment** – President Rissa Moore called for a motion to adjourn. A motion to adjourn was made by Maddy Fraioli and seconded by Pam Rowan. The meeting was adjourned at 2:08pmEST followed by show and tell.

Submitted by Karen Levendusky 6/7/2025

Statement of Financial Position

Rug Braid International

As of September 4, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
10000 Mercury Checking	4,439.07
10005 BOA Checking	16,798.87
101005 BOA Savings	2,805.05
10100 Mercury Savings	77.70
10200 Paypal	915.45
Total for Bank Accounts	\$25,036.14
Accounts Receivable	
Other Current Assets	
14000 Undeposited Funds	
Total for Other Current Assets	0
Total for Current Assets	\$25,036.14
Fixed Assets	
Other Assets	
Total for Assets	\$25,036.14
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
21000 Other Current Liability	
Total for Other Current Liabilities	0
Total for Current Liabilities	0
Long-term Liabilities	
Total for Liabilities	0
Equity	
30200 Temp Restricted Net Assets	
30100 Unrestricted Net Assets	26,925.17
Net Income	-1,889.03
Total for Equity	\$25,036.14
Total for Liabilities and Equity	\$25,036.14

Statement of Activity

Rug Braiders International

July 1-September 4, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
40000 Contributed income	0
40010 Donations from individuals General Fund	20.00
Total for 40000 Contributed income	\$20.00
41000 Program Revenue	0
41010 Membership Fees	3,090.00
41020 Class Revenue	1,380.00
41090 Discounts given	-50.00
Total for 41000 Program Revenue	\$4,420.00
70000 Interest Income	0.04
Unapplied Cash Payment Revenue	
Total for Income	\$4,440.04
Cost of Goods Sold	
Gross Profit	\$4,440.04
Expenses	
60000 Contract & professional fees	0
60040 Speaker fee expenditures	200.00
60050 Teacher Fees	2,115.54
Total for 60000 Contract & professional fees	\$2,315.54
60200 Office expenses	0
60225 Paypal Fees	122.52
60230 Wix Fees	8.59
60240 Shipping & postage	97.70
60245 Software & apps	744.72
Total for 60200 Office expenses	\$973.53
60400 Conferences, conventions, and meetings	1,560.00
60500 Insurance	1,480.00
Total for Expenses	\$6,329.07
Net Operating Income	-\$1,889.03
Other Income	
Other Expenses	
Net Other Income	0
Net Income	-\$1,889.03

Rug Braiders International
Simplified Budget
for July 1, 2025 through June 30, 2026

Presented to RBI membership at the June 7, 2025 meeting; for vote at the
September meeting.

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

Learn to Create Braided Rugs!

ONLINE LEARNING
ONLINE DEMOS &
EVENTS



Learn to Create Braided Rugs!

• ONLINE LEARNING
• ONLINE DEMOS &
EVENTS



www.RugBraidersInternational.org

Join the 200 + members of **Rug Braiders International**, an online group, whose mission is to educate others about rug braiding, and to keep the art and craft of rug braiding alive. Access an association of skilled braiders who delight in sharing their skills and techniques with others!

A \$30 annual membership fee entitles you to all the following:

- ❖ Online recorded classes for all levels of braiders (fee discounts)
- ❖ Bi-monthly online Braid Help sessions (free) where you can share problems and get timely, helpful guidance
- ❖ Special online events (free) about the braiding craft and related fiber arts
- ❖ Classes to help teachers develop online teaching skills (fee discounts)

Rug Braiders International is a non-profit 501 (c) (3) online group, dedicated to promoting the skill and beauty of rug braiding.

Your online membership provides access to online recorded classes, braiding resources, guidance from other braiders, endless inspiration, and the opportunity to attend an annual in-person education conference!

The annual membership fee is \$30, payable through PayPal or by personal check. Membership year begins July 1 and ends June 30.



Join us online, and learn the fine craft of rug braiding!

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Join us online, and learn the fine craft of rug braiding!

RBI Program Committee 2025-26

	Guild Meetings & Demos	Conf	Speaker Series/Special Events	Braid Helps	Teacher Forum
Sept	6: Chevron Braids - Manges		20 Magnificent Multistrand Braiding Manges	Sept 14, 28	Sept 21 Successful demonstrations
Oct	4:	10-12 Methuen	25 Harris Tweed Talk, Prof. Susan M. Walcott	Oct 5, 19	Oct 26 Using an overhead camera
Nov	1 Counting Loops – for braiding, for butting, and corners		22 The Lincoln Boyhood Braided Rug - Manges	Nov 2, 23	Nov 16: teaching a mug rug class in person
Dec	6		13 or 20	Dec 7, 21	Dec 14 Equipment and samples for teaching rug braiding in person
Jan	3 Pam Rowan: Acorn Demo		24 Tom Guiler/Jessie Catherine Kinsley: Braided Tapestries	Jan 11, 25	Jan 18 Teaching an oval class: which skills each week
Feb	7 Yvonne Iten-Scott Photo your rug w smart phone camera	Pam Rowan's conf in Maine Feb 26-Mar 1	21 or 28	Feb 8, 22	Feb 15 Using "Word" to make handouts: lots of tips
Mar	7 Easter Egg Demo Pam Rowan	Oneida 12-15	21 Country Braid House: Customizing Rugs	Mar 1, 22	Mar 8 Drawing Braid Diagrams and inserting them into handouts
Apr	4	Seabeck, WA: 4/30-5/3	18 Pam: Braiding w Roving	Apr 12, 26	Apr 19 Zoom controls for Teachers
May	9		16 Maxine Ward's Butted Multistrand Rugs, with Neta Winston & Christine Manges	May 17, 31	May 24 Recording and Uploading Class Videos
June	6 Baby Turtle Demo Pam Rowan		13 or 27	June 14, 28	Jun 21 Teaching a chair pad class: which skills each week