

## **HWSDA Annual General Meeting Calgary May 11<sup>th</sup> 2018.**

Welcome from Conference Committee: Ruth Blazenko chair of conference committee, welcomed conference attendees from the Conference committee of Heritage Weavers who had organized the conference based on the theme of 'Make Mine Takeaway'. She encouraged participants to attend the Fibre event at Crossroads market on Sunday afternoon after explaining the vendors would be there.

**Call to order:** Norma Westcott called meeting to order at 7.02 pm. A quorum was confirmed with 35 members attending.

**Approval of Minutes from May 13<sup>th</sup> 2017** as posted in Running Threads Spring 2018 issue.

Kathy Sosnowski made the motion to approve the minutes. Motion seconded by Lois Larson. Carried.

### **Approval of agenda**

Deb Turner Made a motion to approve the agenda. Motion seconded by Ellen Lupick. Carried

### **Old Business:**

#### **Reports**

**-Vice Presidents Report**, Norma Westcott.

#### **Achievements:**

The year 2017/18 began with a retreat/conference at Augustana College in beautiful Camrose, Alberta. Thanks to Maria, Lyn, Lois, Dorothy and anyone I may have missed for organizing a wonderful weekend. Speakers were Lyn Pflueger and Norma Westcott with the Keynote talk being given by Dawn Lawson.

The HWSDA library was delivered to Olds College and the librarians there accepted a collection deemed suitable for the fibre programs. The remainder was returned and is in Norma Westcott's garage. Book plates were given to the college to identify HWSDA books. The Olds collection is currently being catalogued. Thanks to Maria Lougheed and Lois Larson for their efforts in Transferring the books and plates.

Several members including Maria Lougheed, Deb Turner, Ingrid Servold, Lois Larson, Ruth Blazenko, Norma Westcott **and others** covered as many hours as possible at the HWSDA table promoting the guild to the public during Olds college Fibre Week vendor's market. Thanks to these wonderful people for their support.

In August our President, Maria Lougheed and our Treasurer, Keely Sullivan found it necessary to step down from their responsibilities. Both were part way through their third year of service to the guild in their positions and we are enormously grateful for their generosity in supporting HWSDA.

Lyn Pflueger, Norma Westcott and Margaret Hall continued as core executive managing with the minimum allowed quorum of three core members and with the help of the area reps, editor

and webmaster. Lyn and Norma co-presided and Norma acted as treasurer while Margaret kept us organized as secretary and membership secretary. The turn-over went fairly smoothly and the audits and yearly reports were completed and filed. Thanks to all for their support and helpful advice during a challenging year. **More executive are desperately needed to ensure continuous, orderly leadership.**

Our retreat at Terratima Lodge in October was a great success with eighteen members attending. It was a beautiful weekend filled with weaving, spinning, and dyeing, hiking and great food in an idyllic rural setting. The lodge has been booked for this coming fall so watch Running Threads and your monthly memo for details. Thank you to our organizers for this great retreat. If anyone wants to organize a similar event in another area of the province contact the executive for information.

Heritage Weavers and Spinners Guild of Calgary along with help from Sheep Creek Weavers and Crocus Country fibre arts guild stepped forward to organize this year's conference with the results you will enjoy this weekend. Great big thanks to the crew for their efforts.

Each year we have applied to the Alberta Foundation for the Arts for a grant to support our activities. This has been a very time consuming effort and a drain on the executive. This year a volunteer, Virginia Rogers, stepped up to complete the necessary report and file an application. Thank you Virginia!

### **Futuring: Small Changes and What We Need Help With**

HWSDA has an amazing history of educating and supporting weavers around the province of Alberta. Over the years the group has responded to challenges and developed programs that ensured knowledge of weaving, spinning and related fibre arts will be maintained and made available to future fibre artists. The library, an excellent resource, was made available and is still accessible now through Olds College and inter-library loan. The Weaving Certificate Program, now the Master Weaver Program at Olds College, was the brain child and offspring of guild members. Our yearly conferences have focused on education, excellence in our chosen disciplines and social activities supporting a community of fibre artists. Grants have been offered to support instruction at guilds around the province. Scholarships have been made available to individual members who bring new knowledge back to the province.

With the library and Master Weaver projects now at maturity and moved out of house we have entered a new phase of our existence. We are "between stories" with maybe a little empty nest syndrome. Lyn Pflueger sent out a survey in the fall of 2017 asking members what they value in the guild. With the responses we received the executive had some direction to act on. Also, research has shown that, while many have migrated to the internet for information, the net does not provide the social contact that we need. In order to maintain a healthy community it was deemed time to support groups around the province to help rebuild at the local level. Also, we attempted to simplify processes to decrease volunteer time.

Building guilds and communities was deemed important. On a trial basis all guilds with less than twelve members will have free membership to HWSDA. They will receive our newsletter, Running Threads, and memos and be able to send delegates to conference. We will try this for

two years and review. If you belong to a small guild or know of one, please pass on the word about this.

Local events, such as retreats and workshops, could be organized by members who can invite a larger community (HWSDA members) to make the effort viable for all. This has been done through workshop sharing and our fall retreat. If you or your guild wants to plan a workshop or retreat contact one of the executive (or become an executive).

Instead of woven samples, digital samples may be sent with our newsletter and posted on the website so send good quality pictures of your interesting projects along with a record sheet to our Running Threads editor. This is your guild. Share it. It's easier now.

**Volunteers are valued!** How can the necessary work of the guild be minimized and the enjoyment of being connected be increased? We are creating an orientation package for new executive so it will be easier to pick up the reins and drive on. Job descriptions defined. One-on-one orientation of new volunteers is ideal and will be encouraged. If you host a meeting you will be able to afford to cater as the allotment for this has been increased to \$10/ attendee. As much as possible has been done to reduce time required for reporting finances with easily manageable deposit forms. More online communication is being used with e-receipts and e-transfer. Our secretary has been experimenting with ways of managing information more efficiently. Questions are being asked about cutting down on unnecessary tasks, if any. Do we need membership cards and numbers? We are open to any suggestions to create efficiencies reducing time and, hopefully, cost while maintaining the rewards of being connected to a great group of fibre artists and volunteers.

More experiments are needed to find the best way to communicate at executive meetings. While face-to-face meetings afford wonderful opportunities to connect socially it is prohibitive for some from diverse locations to come for a few hours. Conference calling allows greater input from volunteers who are geographically scattered. This has been tried and proven successful but information is needed about online and phone communication methods to keep costs under control. Advice will be appreciated.

We need to consider ways of meeting for our AGM that are productive and enjoyable for our members and organizers. This guild was originally formed in 1974 by much younger people. We are not in our 30's anymore. The membership has increased and decreased since its beginnings but have expectations changed? Conferences are attracting fewer attendees so fewer instructors can be invited allowing less diversity of experience. This may be a downward spiralling process if a solution isn't found. The past executive has repeatedly been burnt out by the demands of providing attractive experiences to draw our members to the AGM. This and the need to apply for grants and report on their use yearly are the two biggest drains on HWSDA leadership. Can we continue to host meetings independently? Would a paradigm shift be timely? This is a time for reflection and change to meet the needs of a changing world.

Fortunately, HWSDA has had very good fiscal management over the years and benefitted from generous grants from VAAA and AFA. We have time to re-evaluate and re-structure. Again, help, support, guidance are all needed. This is your guild. It is run by volunteers who need support.

Thanks to all who pitched in as needed. (Ill add names later.)  
 Norma Westcott & Lyn Pflueger

Presidents report motion made to accept by Katherine Rankin motion seconded Ruth Blazenko.  
 Carried.

**-Treasurers report:**

<b>HWSDA Statement of Financial Position</b>			
As at March 31, 2018			
	<b>March 31</b>	<b>March 31</b>	
	<b>2018</b>	<b>2017</b>	
<b>ASSETS</b>			
<b>Current Assets</b>			
Main Operating Bank Account	\$ 7,673.80	\$ 3,354.83	
Conference Bank Account	26,090.39	12,853.87	
GIC Investments	46,751.63	51,049.44	
<b>TOTAL ASSETS</b>	<b>\$ 80,515.82</b>	<b>\$ 67,058.14</b>	
<b>LIABILITIES and SURPLUS</b>			
<b>Liabilities</b>			
Deferred Memberships	1,775.00		
Deferred Conference Revenue (May 2018/19)	13,580.37	\$1,063.00	
<b>Total Liabilities</b>	<b>15,355.37</b>	<b>1,063.00</b>	
<b>Surplus (Deficit)</b>			
Balance Beginning of Year	\$65,995.14	71,465.65	
Net Suplus (Deficit) Year Ended March 31	(834.69)	{5,470.51}	
Prior Period Adjustment			
Balance at End of Year	65,160.45	65,995.14	
<b>TOTAL LIABILITIES AND RETAINED SURPLUS</b>	<b>\$ 80,515.82</b>	<b>\$ 67,058.14</b>	

Prepared by: Norma Westcott, Vice President HWSDA

## HWSDA Statement of Revenue and Expenditures

For the Year Ending March 31, 2017

	Year Ended	Year Ended
	31-Mar-18	31-Mar-17
<b>REVENUE</b>		
Annual Memberships	\$ 5,770.00	\$ 5,475.00
Conference Net Revenue (Loss)	423.10	4,630.68
Interest Income from GICs	1,702.19	303.00
Advertising Income	295.00	200.00
Advertising Credit	-	-
AFA Grant	1,596.91	2,201.57
Library Income	-	-
ANWG Membership Overpayment Refund	-	-
Repayment of Conference Loan	-	-
Scholarship Refund	-	-
Grants to Guilds Refund	-	-
Retreat Income	4,664.00	-
<b>Total Revenue</b>	<b>14,451.20</b>	<b>12,810.25</b>
<b>EXPENDITURES</b>		
Newsletter	419.92	1,465.40
Library Purchases and Mailing	188.00	-
Office Supplies	29.63	62.90
Secretary & Membership Expenses	-	52.27
Executive Travel	2,158.60	1,809.28
Scholarships	2,500.00	2,168.25
Olds College Master Weaver Program Develop	1,454.25	8,763.56
Membership Fees and Society Registrations	84.13	184.07
Honoraria	500.00	500.00
Website Fees	61.93	175.96
HWSDA Grants for Guilds	700.00	-
Olds Fibre Week Sponsorship	1,500.00	1,500.00
HWSDA Awards for Excellence at Conference	700.00	800.00
Advertising	352.43	-
Shows & Displays	-	-
Misc Expenses	-	-
ANWG Treadle Lightly Sponsorship	-	-
Retreat Expenses	4,637.00	-
<b>Total Expenditures</b>	<b>15,285.89</b>	<b>17,481.69</b>

**HWSDA Conference  
Statement of Revenues and Expenditures**

	2017 Conference	2016 Conference
<b>REVENUE</b>		
Conference Attendee Registrations	\$ 4,220.00	\$ 22,465.00
HWSDA Registrations	\$ 0.00	\$ 50.00
<b>Total Revenues</b>	<b>4,220.00</b>	<b>22,515.00</b>
<b>EXPENDITURES</b>		
Conference Attendee Registration Refunds	252.00	1,280.00
Facility Rental	3,007.98	12,694.81
Mentors/Instructors	-	3,134.91
Juried Show Prizes, Honorariums (Main Acco	-	524.94
Hospitality	-	
Printing & Mailing of Registration Package		156.25
General Printing, Mailing and Other Expenses	-	
Committee Travel	-	
Bank Fees	40.87	43.41
HWSDA Memberships (to HWSDA)	-	50.00
Miscellaneous Expenses from Main account	496.05	
<b>Total Expenditures</b>	<b>3,796.90</b>	<b>17,884.32</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>\$ 423.10</b>	<b>\$ 4,630.68</b>

Treasurers report Motion to accept Proposed Marge Grey. Motion seconded Mary Lou Hogg. Carried.

**-Membership: Memberships for the year 2017-2018** were 106. 6 more than 2016-2017. Probably due to the recruitment of new members at Fibre week. There were 19 new members, 10 of those were offered a free membership May 1<sup>st</sup>. 53 renewed before June 1<sup>st</sup>. 76 renewed before September 1<sup>st</sup>.

May/June were active renewal months, probably because traditionally renewals occur at conference or shortly after, and Fibre week occurs in June.

**Membership 2018-2019**

**Recording/Membership Secretary report 2017/2018**

Thank you for the opportunity to serve on the HWSDA executive as Recording/Membership secretary for the last 2 years. It has been an interesting experience, getting to know more of the structure, history and function of the HWSDA, but most importantly connecting with many more people with a similar interest. Thank you to all the members of the executive who were most helpful as I have bumbled through with my limited knowledge of the organization.

I did wonder why I had to collect and record so much information as membership secretary, so now will take the opportunity to share a few of the statistics that I can derive from the recorded information.

**Memberships for the year 2017-2018** were 106. 6 more than 2016-2017. Probably due to the recruitment of new members at Fibre week. There were 19 new members, 10 of those were offered a free membership if they were students at Fibre week, none of whom have renewed yet. But 4 of the other new members have already renewed.

Memberships were renewed throughout the year 12 people renewed before the deadline of April 1<sup>st</sup>. 29 before May 1<sup>st</sup>. 53 renewed before June 1<sup>st</sup>. 76 renewed before September 1<sup>st</sup>.

May/June were active renewal months, probably because traditionally renewals occur at conference or shortly after, and Fibre week occurs in June.

### **Membership 2018-2019**

In order to try to encourage timely renewal, and assist the executive in budgeting and planning we tried a renewal draw for members who renew before April 30<sup>th</sup> 2018.

We have 46 who have renewed their membership before April 30<sup>th</sup>. Only 17 more than last year, so that may not be worth repeating.

I wish the next executive well and pledge to pay my membership on time and am happy to assist in any short term needs of the organization in I am in the Canada, as an organization is only as good as the contribution of all of its members. Margaret Hall

Draw for free membership made and won by Marge Grey

### **-Newsletter**

*Running Threads deadlines for submissions to the quarterly newsletter have been changed to January 15, April 15, July 15 and October 15 in order to avoid the Christmas season. If you have an interesting, fibre-related story, we'd love to put it in the newsletter. Don't worry about your writing skills. Just tell the story like you'd tell a friend, and include pictures if possible. If you have questions on how to submit your story, contact the editor and she'll help you out.*

*We currently have four advertisers and always welcome more. Please support these vendors and encourage other vendors to consider advertising in Running Threads. Running Threads deadlines for submissions to the quarterly newsletter have been changed to January 15, April 15, July 15 and October 15 in order to avoid the Christmas season. If you have an interesting, fibre-related story, we'd love to put it in the newsletter. Don't worry about your writing skills. Just tell the story like you'd tell a friend, and include pictures if possible. If you have questions on how to submit your story, contact the editor and she'll help you out.*

*We currently have four advertisers and always welcome more. Please support these vendors and encourage other vendors to consider advertising in Running Threads. Velma Hudson.*

**-Webmaster:** Lois Larson reported on the possibility of putting executive minutes on web site which would be password protective. Encouraged submission of digital samples to be put on web site.

**-Scholarships:** Only 1 application for Scholarships this past year. So money is available now. 1 application to study master spinner program. Scholarship received by Marge Grey. Expectation of scholarship receiver is the need to bring something back to the HWSDA i.e. a report through Running Threads or leading a workshop.

**-Grants:** Few guilds have been asking for money. Our mandate is related to contributing to ongoing education relating to weaving and fibre arts so applications are encouraged. One grant was awarded to Edmonton Weavers Guild to bring a felting instructor.

**-Area reports**

-Northern Alberta: Mary Tylosky report sent to Lyn. I don't have this could it be inserted I think Lyn has it?

-Central Alberta, Lois Larson report in running Threads.

-Calgary area, Patti Hawryluk reported 40<sup>th</sup> anniversary of Heritage Weavers.

-Edmonton, Marge Grey reported upcoming felting workshop in Edmonton details in Running Threads and memo.

-Southern Alberta, no report.

-ANWG, Deb Turner reported that the conference next year is in Prince George. 11<sup>th</sup> 16<sup>th</sup> June 2019. Deb to be in touch with them and will work on updating via the newsletter and sending to Lois Larson.

## New Business

- Budget:

Hand Weavers, Spinners & Dyers of Alberta					
Approved 2017-2018 Budget					
Actuals to: July 16, 2017					
	2017-18			2018-19	
INCOME	APPROVED BUDGET	YEAR TO DATE TOTAL	DIFFERENCE	PROPOSED BUDGET	COMMENT
Memberships	\$ 4,500.00	\$ 5,770.00	\$ 1,270.00	\$ 4,500.00	
Newsletter Advertising Income	\$ 150.00	\$ 295.00	\$ 145.00	\$ 150.00	
AFA grant	\$ 2,000.00	\$ 1,596.91	\$ (403.09)	\$ 1,500.00	Grant came in lower than expected
Library	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
Interest Income	\$ 0.00	\$ 1,702.19	\$ 1,702.19	\$ 1,000.00	
<b>TOTAL REVENUE</b>	<b>\$ 6,650.00</b>	<b>\$ 9,364.10</b>	<b>\$ 2,714.10</b>	<b>\$ 7,150.00</b>	
<b>EXPENSES</b>					
Running Threads	\$ 750.00	\$ 419.92	\$ (330.08)	\$ 500.00	
secretary/membership	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
library	\$ 0.00	\$ 188.00	\$ 188.00	\$ 0.00	
office supplies	\$ 150.00	\$ 29.63	\$ (120.37)	\$ 150.00	
executive travel	\$ 1,500.00	\$ 2,158.60	\$ 658.60	\$ 2,000.00	
scholarships	\$ 2,500.00	\$ 2,500.00	\$ 0.00	\$ 2,500.00	
master weaver project development (Olds)	\$ 750.00	\$ 1,454.25	\$ 704.25	\$ 0.00	
member fees and society reg.	\$ 200.00	\$ 84.13	\$ (115.87)	\$ 100.00	
honorary & volunteer appreciation	\$ 500.00	\$ 500.00	\$ 0.00	\$ 600.00	
HWSDA website	\$ 250.00	\$ 61.93	\$ (188.07)	\$ 250.00	
advertising (inc banners, brochures)	\$ 0.00	\$ 352.43	\$ 352.43	\$ 500.00	
shows/displays	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
HWSDA Grants for Guilds	\$ 1,500.00	\$ 700.00	\$ (800.00)	\$ 1,500.00	
Olds Fibre Week sponsorship	\$ 1,500.00	\$ 1,500.00	\$ 0.00	\$ 1,500.00	
HWSDA Awards for Excellence at Conference	\$ 800.00	\$ 700.00	\$ (100.00)	\$ 800.00	
miscellaneous	\$ 100.00	\$ 0.00	\$ (100.00)	\$ 100.00	
<b>TOTAL EXPENSES</b>	<b>\$ 10,500.00</b>	<b>\$ 10,648.89</b>	<b>\$ 148.89</b>	<b>\$ 10,500.00</b>	
<b>NET LOSS</b>	<b>\$ (3,850.00)</b>	<b>\$0.00</b>	<b>\$ (1,284.79)</b>	<b>\$ (3,350.00)</b>	

- Submitted by Norma Westcott. Motion to approve budget proposed by Katherine Rankin, motion seconded by Deb Turner. Carried.

Question from floor, Do we have catastrophic shutdown insurance. Cost of insurance very high therefore decision is to not have that. Do we take money from grants for volunteer appreciation or honorarium's? No nothing is taken from grants.

**Appointment of auditors.** Mary Lou Hogg and Marge Grey and Val Phaneuf volunteered to audit.

**Election:** The following members were elected to form the 2018-2019 committee.

President: Judy Sysack requested to commit for 1 year initially, Norma Westcott volunteered to assist and mentor

Vice president: Lynne Cowe Falls

Past President: Lois Larson

Treasurer: Norma Westcott

Secretary: Katherine Rankin

Membership Secretary: Lorel Dederer

Running Threads: Velma Hudson, Gillian Turney.

Postmistress: Libby Bolster.

Webmaster: Lois Larson

Gayle Vallance made motion to accept executive as acclaimed Val Phaneuf seconded motion. Carried

Area Reps:

North: Mary Tylosky

Central: Lois Larson

Edmonton: Marge Grey

Calgary: Patti Hawryluk

South: Connie Carleson

ANWG: Deb Turner

**Communicaton:** Lyn asked that if individual guilds were planning to have a workshop with guest speaker to let her know for the memo. She has agreed to continue the memo as members requested.

**Fall Retreat:** Valerie Phaneuf and Joyce Hurl spoke about the 2<sup>nd</sup> fall retreat.

28<sup>th</sup> -30<sup>th</sup> September another retreat at Terratima Lodge. Valerie Schmaltz offered to be a registrar. Possibly Sheep Creek Weavers taking on the retreat.

Looking for volunteers to share a learning experience.

**Next Year's Conference:** looking for someone to organize need a group to offer. Only need an AGM but a conference would be nice.

Motion to adjourn by Patti Hawryluk at 8.35pm.