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|  | **Quilting Party Committees 2022** |  | C = Chair, CM = Committee Member |
| **Committee****Name** | **Guild Activities: Descriptions & Responsibilities**  | **Volunteers #** | **Listing of Committee Chairs, Members and****Additional Volunteers Invited** |
| **Finance** | Responsible for Guild Budget and Compliance | 5 | All Board of Directors |
| **Programs**  | Plans and prepares all annual programs, chair secures presenter contracts | 2+ | Paula Golden (C) , Karin Tauber (CM-financial)  |
| **Workshops** | Plans and prepares all workshops, chair secures contracts of all presenters | 2+ | Fall 2022: Karin Tauber (C & financial) Carolyn Sandberg (CM) |
| **Nominating** | Committee recruits volunteers to serve as Officers/Board of Directors for the upcoming year. This committee is active in September and early October only and conducts the elections at the November meeting. | 2+ | 2022: Lois Voss, Susan Wiersema |
| **Membership** | Builds good contact with members, follows up with visitors, recruits and coaches hostesses at meetings (taking care of visitors, room set-up/take down directions). | 1+ | 2022: Mary Lough |
| **Community Service & Outreach** | Work with various charities’ needs and deliver donations. Educates public about quilting as well as our guild |  | **See subcommittee listing below:** |
|  | Subcommittee Community Service **Quilts of Valor** | 1+ | Gloria Smith (C), MK Burton (CM), Judy Ruggles (CM),  |
|  | Subcommittee Community Service **Charity Quilts:** set annual goals, assemble &distribute kits, collect & deliver quilts & other care projects (pillow cases, placemats etc.) | 1+ | MK Burton & Glenda Canfield (co-chair) Julie Miller (CM), Gloria Smith (CM) |
|  | Subcommittee Community Service **Community Quilting Bee:** meet on Sunday afternoons, organizes small projects, educate public about guild,  | 1+ | Mary Lough (C), Gloria Smith (CM), Paula Golden (CM) |
|  | Subcommittee Community Service **Next Gen – Exploring Quilt Making:**Organizes small sewing projects geared towards children | 2+ | Paula Golden (C) Julie Miller (CM), Anne Panella (CM), Glenda Canfield (CM) Beth Newmann (Library liaison) |
| **Special Events** | **Subcommittees:**  |  | **See subcommittee listing below:** |
|  | Special Events Subcommittee **Holiday Party:** plans and organizes a festive meeting in December  | 2+ | Dec 2022:  |
|  | Special Events Subcommittee **Spring Retreat, Fall Retreat:** plans, organizes event and reserves room | 2+ | Fall 2022: co-chairs: Christina Thoma, Judy Ruggles Spring 2023:  |
|  | Special Events Subcommittee **Annual Picnic:** reserve venue, set up/take down,organize potluck, (combined with Silent Auction, see FUNDRAISER) | 2+ | June 2022: Kathy Gabrish (C) Lois Voss (CM)Karin Tauber (CM- financial)  |
|  | Special Events Subcommittee **Quilt Guild Exhibits:** plans and organizes exhibits, secures venue, collects, hangs, and removes quilts, creates labels | 1+ | Exhibit Nov/Dec 2022: Stephanie Byrne (C), Karin Tauber (CM), Paula Golden (CM) Jean Vogler (CM) |
|  | Special Events Subcommittee **Stash Blast** Plans & organizes, secures fabric donations & location to support Virginia Quilt Museum with fabric sale | 2+ | May 7, 2022: Paula Golden (C) MK Burton (CM)Susan Wiersema (CM) Additional volunteers are invited |
|  | Special Events Subcommittee **Field Trip:** choose destination(s), organize carpool, | 1-2 | Glenda Canfield |
|  | Special Event Subcommittee **25th Anniversary Committee** responsible for planning all events for TQP’s anniversary in fall of 2023 | 2+ |  |
| **Guild Challenge** | Plans annual Guild Challenge. This Committee will design the annual Challenge early in the year. Conclusion will be late November.  | 2 | **Volunteer needed** |
| **Hospitality** | Sends notes & cards to Guild members as requested. | 1 | Christina Thomas (C). |
| **Fundraising** | The various committees organize fundraising events.  |  | **See subcommittee listing below:** |
|  | Fundraising Subcommittee **Nametags:** sews name tags with the guild logo to be sold at meetings | 2+ | Karin Tauber (C) Christina Thomas (CM) |
|  | Fundraising Subcommittee **Door Prizes/ Monthly meeting raffle basket** | 2+ | Karin Tauber (C) collects and stores door prizes, Volunteer(s) to sell tickets invited |
|  | Fundraising Subcommittee **Quilter’s Treasure Sale:** organizes early spring fundraiser where quilt related items are sold for affordable prices | 2+ | April 2022: Karin Tauber (CM) Check out: Stephanie Byrne, Marty Snider, Mary Lough |
|  | Fundraising Subcommittee **Silent Auction**: collect auction items, sort in baskets, (is combined with Annual Picnic see SPECIAL EVENTS) | 2+ | June 2022: Kathy Gabrish (C) Lois Voss (CM)Karin Tauber (CM-financ.)  |
|  | Fundraising Subcommittee: **Holiday Market**: organize online auction in November | 2+ | 2022: Melissa Chase, Stephanie Byrne (co-chair) Jean Vogler (CM), 2023: ?? |
| **History** | Responsible for keeping historical records of The Quilting Party | 1 | Karin Tauber (C) |
| **Online Presence & Publicity** | Responsible for keeping TQP online presence up-to-date and promotes guild through advertising. Subcommittees: Facebook (FB), Twitter, Instagram, webpage, Roanoke Times Calendar, Visitor Mailings,  | 12+2+ | Webpage: Karin Tauber FB admins: Beth Newman, Karin Tauber, Paula GoldenTwitter, Instagram: Beth Newmann & Lindsey Hamilton Roanoke Times Calendar, SWVA Quilt News, visitor email roster: Karin Tauber  |
| **Email Correspondence** | Maintain member google group and email member roster | 2 | Sarah Kelly (TQP google group)Karin Tauber (informal member roster)  |
| **Chat Bee** | Informal social meeting takes place virtual on the 3rd Tuesday at 7 pm. Committee selects topics, sends announcements, zoom links & reminders, coordinates zoom host, collects & show images; chair(s) act as Moderator | 2+ | 2022: Peggy Pollyea & Gayle Jackson (Co-chair) 2023: ?? volunteers are invited. |
| **Technology Committee** | Provides advice and support for technology issues of TQP events, helps to ensure effective and secure utilization of technology | 2+  | Meghan Kuhn, Patricia Hart-Schubert, Sarah Kelly, Karin Tauber, additional volunteers are invited. |
| **Party News Editor** | Guild newsletter editor compiles blurbs from various committee chairs, officers, etc., gets them in proper format, mails PN close to the meeting | 1+ | Beth Newman: EditorLois Voss: “Member Spotlight” , Volunteer(s) for “Tattler” (short quilt tips) needed |
| **Show and Tell Coordinator** | Collect image files from members and display them during S&T at regular meetings | 1+ | Ashley Bandy |
|  | **Thanks for your interest! If you would like to help, please add your name to any of the committees & return this list to Karin** kutauber@aol.com  |  |  **YOUR FULL NAME:**   |

 Last update: 09/07/2022