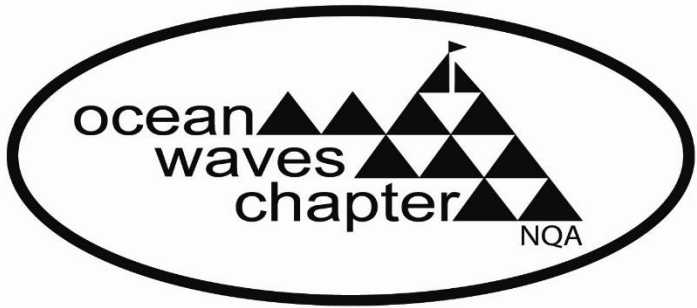


# OCEAN WAVES



## 2020 DIRECTORY & HANDBOOK

Meets Monthly on the 2<sup>nd</sup> Saturday  
9:00 a.m.

Sunrise Community Center  
11241 SW 184<sup>th</sup> Street  
Miami, FL 33157

Correspondence:  
P.O. Box 43-1673, South Miami, Florida 33143

[www.oceanwavesquilters.com](http://www.oceanwavesquilters.com)



## Founding Members 1985

*(In 1985 our name was OCEAN WAVES CHAPTER #296 NOA)*

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Bonnie Askowitz\*  
Anna Baranauskas  
Wanda Barrs  
Linda Blakley  
Marianne Bogorad  
Lauretta  
Bouwmeester  
Patricia Bowker  
Barbara Bryan  
Jeanne Caniglia  
Liz Chifari  
Cindi Cochran  
Dottie Coe  
Carol Combs  
Mary Diamond  
Karen Dimock  
Ellen Dixon  
JoAn Doty  
Judy Duerstock  
Nancy Dunlap  
Judith Ebbert  
Bea Esplin  
Shirley Food  
Judy Geiger  
Elissa Gerzog  
Mary Glenn  
Amy Goodhart  
Hope Green  
Sonya Gutlon  
Martha Hamann  
Lois Hannan  
Betty Harold

Diane Harris  
Marie Hartman  
Sheila Harrison  
Ann Hearin  
Sandy Hertz  
Lola Hinman  
Ann Hull  
Patricia Jackson  
Arlene Jennings  
LaVerne Johnson\*  
Nancy Kalin  
Peter Ann Karl  
Judy Kettner  
Jack Knee  
(1<sup>st</sup> male  
member)  
Eleanor Laub  
Ruth Lazarus  
Vita Marie Lovett  
Judy Luker  
Eleanor McCotter  
Martha McIntyre  
Irene McLaren  
Marge Maisch  
Zoritza Matovsky  
Jane Hardy Miller  
Liana Miller\*  
Margaret  
Morrisey  
Betty Moss  
Joan Murphy  
Jobyna O' Kell  
Mary Orange

Phyllis Piccini  
Bobby Powers  
Louella Proud  
Pauline Ramos  
Louise Regan  
Charlene Robbin-  
Wilson  
Barbara  
Rothenberg  
Ann Rubinoff  
Peggy  
Schemenauer  
Ann Shufflin  
Beverly Simmons  
Mona Snowden  
Phyllis Solakian  
Agnes Spence  
Silvi Stephens  
Betty Stoinoff  
Cathy Straub  
Jan Summers  
Janet Swan  
Millicent  
Swerdlow  
Susan Templeton  
Carol Warburton  
Carol Wein  
Ruth Wentzel  
Carol Wiegel  
Kelly Willits  
Goldie Winston  
Bernice Yenkelun

\*current members



*The Clear Choice*

**Larry Buffington**

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## **Ocean Waves Mission Statement**

The Chapter shall achieve goals by accomplishing the following objectives:

- a. Promote an interest in the making, collecting, and preservation of quilts,
- b. Provide the opportunity for individuals to meet and share their mutual interest in quilts and quilt making,
- c. Provide the opportunity for quilt makers to display their creations and receive feedback on their efforts,
- d. Provide an educational experience to the general membership and the quilt making community at large,
- e. Develop and pursue standards for quality quilt making. These standards are to be used as a guide for members to develop better quilt making skills, both for personal satisfaction and as well as encouragement for competition,
- f. Provide service in the form of quilt education and the donation of quilts or related items to worthwhile recipients in the community.

## STANDING RULES

1. All active members shall be expected to assist the Hospitality Committee annually by donating refreshments and service.
2. Visitors will be allowed two free visits to the Chapter meetings. On the third visit, payment of membership dues will be required.
3. All members shall wear personalized name tags or make a 25 cent donation to the membership kitty.
4. Parents bringing children are responsible for the behavior of their children and may be requested to leave if such behavior is disruptive to the meeting.
5. Payment for workshops must be made at the time you sign up. Paid participants are not permitted to bring a guest (including children) unless the guest pays the sign-up fee.
6. Communications courtesy during meetings and classes is important. Cell phones shall be turned to *vibrate* or *off*.

## **2020 Ocean Waves Quilt Guild Executive Board**

President	Elizabeth Monroe	305-546-8229
Membership VP	Mary Bevilacqua	305-322-4198
Membership VP (alt)	Jean Fowler	305-254-3482
Program VP 2020	Barbara Garvine	305-796-7791
Program VP 2021	Carol Grassbaugh	305-546-5246
Secretary	Liana Miller	305-595-4135
Treasurer	Connie Scheel	305-815-0154
First Director	Gary Iglesias	305-818-9654

## **General Board**

### **Standing Committee Chair/Liaisons:**

AQS Liaison	Mary Jo Robles	305-962-4473
Community Quilts	Olga Leon	305-951-7281
Door Prizes	Margaret Scofield	305-562-2779
Hospitality		
Library	Cheri Ucci	305-484-8154
Library Assistant	Nicki Jamieson	786-972-2323
Newsletter	Leslie Pope	305-665-6495

Send newsletter submissions to:

[oceanwavesnews@gmail.com](mailto:oceanwavesnews@gmail.com)

Publishing/Distribution	Bar Werner	305-661-3424
Advertising	Deda Maldonado	305-302-8312
Special Events/Show	Deda Maldonado	305-302-8312
Sunshine	Cathy Viar	305-264-8255
Web site	Deda Maldonado	305-302-8312

### ***Ad hoc* Committee Chairs:**

Budget (Past President)	Gary Iglesias	305-819-9654
Bylaws	Lois Erickson	305-388-6220
Challenge (Memorial)	Peggy Waring	786-295-8708
Chapter Quilt		

Installation Luncheon  
Co-Chair(s)

Promotionals:

Quilter of the Year 2019 Sharon Krutulis 305-804-3124

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\* indicates founding member



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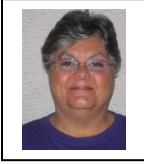


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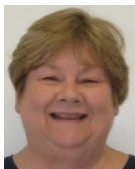
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## **New Members after Directory Printing:**

**Advertisers, Associations, Reciprocal Guilds,  
Sponsors and Others of Interest**

**For information about quilt guilds in Florida**  
**<http://www.quiltguilds.com/florida.htm>**

**American Quilter's Society (AQS)** 502 898-7903  
P.O. Box 3290 toll free: 800-626-5420  
Paducah, KY 42002-3290 [info@aqsquilt.com](mailto:info@aqsquilt.com)

**Awesome Embroidery** 305-255-7771  
Lois Erickson, Owner Fax: 305 234-7477  
8924 SW 129 St  
Miami, FL 33176-5932 [lois@awesomeembroidery.com](mailto:lois@awesomeembroidery.com)

**Embroiderers' Guild of America (EGA)**  
2010 Biscayne Chapter Pres  
"In" Stitches" Newsletter Ed. Ellen Bristol [www.sunregionega.org](http://www.sunregionega.org)

**Coral Springs Quilters**  
P.O. Box 8090  
Coral Springs, FL 33075

**Florida Keys Quilters, Inc.** Nancy Ely, Newsletter Editor  
Meets the 1<sup>st</sup> Saturday P.O. Box 2781  
101485 Overseas Hwy Key Largo, FL 33037  
Tradewind Shopping Center [jcrrg42@tarravova.net](mailto:jcrrg42@tarravova.net)  
Key Largo, FL 33037 609-425-0690

**Once Upon a Quilt** 954-987-8827  
3404 Griffin Road  
Ft. Lauderdale, FL 33312 [www.onceuponaquilt.com](http://www.onceuponaquilt.com)

**Quilt a Bit**  
2918 Jog Road  
Greenacres, Florida, 334676

561-304-7211

**Paradise Quilt Guild**  
Annie Lloyd, Newsletter Editor  
P.O. Box 430115  
Big Pine Key, FL 33043

[www.paradisequilters.org](http://www.paradisequilters.org)

**Southern Stars Quilt Guild**  
Meets the 3<sup>rd</sup> Monday  
2919 Van Buren St.  
Hollywood, FL

**Fay's Quilt and Embroidery Studio**  
Fay Nicoll  
[www.faysquiltstudio.com](http://www.faysquiltstudio.com)

(954) 971-4810

**Viking Sewing Gallery**  
Manager, Peg Wigger  
Inside Jo Ann Fabrics, Greenery Mall  
7706 N. Kendall Drive  
Miami, FL 33156

305-273-2278

[vikingmiami@earthlink.net](mailto:vikingmiami@earthlink.net)

**West Broward Quilters Guild**  
2637 SW 38<sup>th</sup> Terrace  
Fort Lauderdale, FL

[tbdx511@comcast.net](mailto:tbdx511@comcast.net)

## **Member Professional Quilters**

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# General Information

*Revised 02 11 2017 In alphabetical order*

## Ocean Waves Quilters Guild of Miami, Florida, hereafter known as OW.

### ADVERTISING - NEWSLETTER/WEBSITE:

Small ads from Ocean Waves members are free. This is a good way to find or organize a small quilting group or sell an item.

Florida Commercial rates are as follows:

Business card size \$25.00

Advertising costs are annual. This is for 12 monthly mailings and web site with icon connections back to your company's web site.

[www.oceanwavesquilters.com](http://www.oceanwavesquilters.com)

### BYLAWS:

The Ocean Waves bylaws are the rules by which we members have agreed to run our guild. Members should be familiar with the bylaws which follow this section of the directory.

### COMMITTEES:

All members of Ocean Waves are encouraged to become involved and contribute to the success of the Guild. The **Standing** and **Ad Hoc** committees, listed in the bylaws (Article XI, Sec 2 and 3), frequently need additional volunteers. Please contact the chairperson of

the committee or a board member if you would like to help.

**COMMUNITY SERVICE QUILTS:**

Every year Ocean Waves members make quilts as a community service project. The Monday Sewers, a small group, meet weekly and bi-weekly during the year, along with two to three monthly afternoon sessions, of the general Ocean Waves meetings, which are dedicated to the production of these quilts. The quilts are sewn and tied after the guild meetings. Members are asked to bring sewing tools and donate fabric. Recipients have included Safe Space, Sunrise Community, P.A.T.C.H.E.S.PPEC, Florida Baptist Children's Home, Project Home of the Brave Quilts, Quilts of Valor, and Bay Point School for Boys. Quilt patterns are chosen to accommodate all levels of quilters, making this modern-day quilting bee an excellent learning experience.

**FABRIC EXCHANGE:**

Each month members who are interested will have the opportunity to swap fabric, thereby building up their stash for scrap quilts or other projects. A theme for the year is chosen - fabric (by color or print) and a size (2 1/2" strips, fat quarters, layer cakes etc.) Guidelines along with the yearly list of fabric prints or colors are published in the newsletter.

**FACEBOOK:**

Ocean Waves Quilt Guild has a Facebook account. You can access this by going on to

Facebook and request acceptance. A current member of the guild must be the administrator on the Face book account. Our Facebook account is under Ocean Waves Quilt Guild.

### **HOSPITALITY:**

Members and guests enjoy hospitality and refreshments provided by members on a rotation basis determined alphabetically. Check the newsletter each month to determine if you are alphabetically selected for hospitality. When it is your month to serve, duties include bringing a tasty dish to share, set up of the refreshments and hospitality tables, and clean up.

### **INSTALLATION LUNCHEON:**

Each **January**, the regular membership meeting is preempted by the Installation Luncheon. This may be held at a different location than the usual meeting place and provides a festive setting for the newly-elected Board and the presentation of the Quilter of the Year award. Members will participate in an abbreviated meeting along with enjoying a noted speaker, door prizes, displays of challenge and round robin quilts. Members and guests may also participate in an afternoon workshop. The immediate Past President/First Director will serve as the installing officer.

### **LIBRARY:**

The Ocean Waves Library has many inspiring and informative books and DVD's in its current collection. Members may check out these items for two months at a time. Late fees are

\$1.00 per book per month. Lost book fee is \$25. All other items such as rulers, templates etc. may be checked out for two months. Any item or book that is returned damaged, chipped or broken, the Ocean Waves member agrees to pay the total price for its replacement. The entire Library may be viewed on the website: [www.oceanwaves.Libib.com](http://www.oceanwaves.Libib.com)

## **MEETINGS:**

### **BOARD MEETING:**

Meetings are held monthly at an agreed upon time and location, by the Board. Held during the week previous to the general membership meeting. All Executive Board Members and General Committee Chairs are expected to attend or submit a report prior to the meeting.

### **GENERAL MEETING:**

The Ocean Waves General monthly meetings, are held the second Saturday of each month, at Miami West Active Day Center, 13768 SW 8<sup>th</sup> Street, Miami, Florida. (except for the January meeting, which is the, annual Installation Luncheon) The doors open at 9:00 a.m. Come early to browse the membership table, mentor a new member, check out a book, or two or three from the Library.

### **GENERAL MEMBERSHIP MEETING:**

Following a simple agenda:

**9:30 a.m.** The general business meeting reviews prior minutes, committee reports not

addressed in the newsletter, unfinished business, and opens the floor for new business and general announcements. Your assistance in making this guild the best possible would be greatly appreciated by you actively listening, commenting or offering your insight into solutions when you think you have a good idea. Generally, the meeting ends with *Show and Help* --members have the opportunity to “show” their project(s) or may request “help” from the general membership on how to complete a quilt project. This is the opportunity to see what members have been working on and show off projects in a fun, supportive atmosphere.

**10:30 a.m.** A program is presented. Programs may feature a speaker with trunk show, or a demonstration for the afternoon workshop, demonstrations by members, community service quilting, or other special projects.

**11:30 a.m.** Adjourn for refreshments.

**12:30 p.m.** Begin afternoon workshop or program.

## **MEMBERSHIP TABLE:**

The Membership Table, located just inside of the Meeting Room entrance, is where the Membership VP meets and welcomes members and guests. This is the place to get your bearings, check your name tag, ask questions, say “hello” or find a guild mentor, or renew your membership. Our membership year



is from February through January. Dues are:  
\$35 Adult \$30 Senior (62+ years) \$20 Youth  
(12-17 years)

There are three ways to pay your dues.

a) Dues may be paid at a meeting  
b) By mailing your check addressed to:

Ocean Waves Quilters Guild

P.O. Box 43-1673

South Miami, FL 33143-1673

c) On Ocean Waves web site thru PayPal:

[www.OceanWavesQuilters.com](http://www.OceanWavesQuilters.com)

Membership dues should be **paid not later than the February meeting** to have your information and photo in the directory. After that date all renewals, updates and relevant information will be placed in the newsletter.

Any new person joining after July 1st shall pay 1/2 the annual membership fee in their category.

### **MEMORIAL CHALLENGE:**

This special challenge for Ocean Waves members is a memorial to our deceased members whose excellence in quilting inspires us to expand our quilting skills. First associated with Quiltfest, the Memorial Challenge is now held in conjunction with the Installation Luncheon. Members are challenged to create a wall hanging, within given size and theme guidelines, using new techniques, and trying new materials. Entries are revealed at the Installation Luncheon, and ribbons awarded by the votes of attending members.

### **NAME TAGS:**

Name tags help old members, new members and visitors get to know one another. Members without nametags must buy a temporary one for 25 cents, payable to Membership. Handmade name tags are strongly encouraged, and may be made by any method including quilting, embroidery, plastic shrink, cross stitch, needlepoint, etc. Be creative!

### **NEWS/WEBSITE:**

The newsletter is published monthly. You may access it via internet at [www.oceanwavesquilters.com](http://www.oceanwavesquilters.com), **by e-mail or general postal delivery for those without internet access. *Ocean Waves News*** includes items of interest to quilters, an event calendar, upcoming programs, articles about out of town quilt stores and other “must sees”, interviews with members of our guild, and information of interest to members.

### **OPPORTUNITY QUILT:**

An opportunity quilt is produced by the guild to raise funds for the guild with 10% of the net proceeds being donated to an organization for quilting education or advancement of the craft. The chairperson of the group or organization that will receive the 10% net proceeds and give a report to the general membership. The chairperson of the Opportunity Quilt will form a committee to determine the quilt design and size. They will organize quilting opportunities

for individuals of the guild to participate in several ways.

### **QUILT SOUTH FLORIDA:**

Formerly known as Quiltfest, is a biennial fund raising &/or showcasing opportunity for our OW Members to display their work and talents.

### **QUILTER OF THE YEAR:**

The Quilter of the Year Award is a onetime recognition service award for outstanding contributions to the guild whether through elective office, committee work, volunteer or mentor assistance, teacher or leader in developing quilting skills of others, and being active in guild activities is awarded annually. The process for choosing the next Quilter of the Year begins in September. Each year the selection is made by former recipients of the award based on recommendations from the current members. The recommendation should include a short descriptive paragraph as to why you feel your nominee should receive this prestigious award. This award is presented at the Installation Luncheon each January.

### **ROUND ROBIN:**

Interested members participate within a small group, normally 5 or 6 to a group, rotating the exchange of a quilt block with their personal enhancement to the round of fellow quilters. Give up your desire to control your work and become excited about what someone else can

do to enhance your quilt block. Each member should provide a small notebook with their block and material to aid in documentation of each contribution and date. Exchange is as frequent as once a month for usually one year. One of three basic formats is used by Ocean Waves:

1) **Traditional:** each quilter begins with their own block (12"-18"), provides enough fabric for each

other member of the group to enhance the block with the addition of a border or two, places all materials in a bag, which is then passed to the next member in succession;

2) **Progressive:** each quilter begins by presenting one background (15"- 24") (have a specific theme

i.e., tropics, mountains, underwater, animals, etc. and can be a solid fabric, novelty fabric, pieced, etc.) which *does not grow in size*, but is enhanced by the members by adding things to the block which you place in a bag for their use (embellishments, yarn, beads, buttons, appliqués, charms, etc.), which creates an art block for a quilt or wall hanging.

3) **Miniature:** members work in succession on an item which when completed would resemble a block, quilt or wall hanging in miniature.

### **SECRET PALS:**

The Secret Pal Project runs from February to February. Members who participate, draw names as to who their Secret Pal will be for the

year and then provide cards, notes or small gifts of encouragement or delight. As well as you receiving from your Secret Pal. These secret exchanges will be at their discretion, to their Secret Pal. This is a 12 month commitment to be a gift giver to a fellow quilter. This is currently inactive

### **SMALL QUILT GROUPS:**

Many of our members belong to small groups (usually 4-12 people) which meet regularly for quilting, advice, support, and socializing. These small groups often plan special projects or participate as a group in OW activities.

Because a group generally meets in members' homes, their size may be limited. If you would like to join a small group in your area, or start one, make an announcement at the OW meeting or place an ad in the Newsletter.

Some of these groups are Friendship Stars, Miami Art Quilters, Monday Sewers, Rookies, Family and Consumer Sciences, The Mod Squad, and We Care Quilters.

### **SUNSHINE:**

The Sunshine chairperson sends good luck, get well, and condolence cards when appropriate. If you or another member could use a little sunshine, please let her know. A \$50.00 donation is given in memory of a passing quilter to the National Quilt Museum in Paducah, KY.

## **BYLAWS**

### **Ocean Waves Quilters Guild, Established 1986**

Revisions approved by General Membership 02/11/2017

#### **ARTICLE I NAME**

Section 1: The name of this organization shall be the Ocean Waves Quilters Guild of Miami, Florida.

Section 2: Ocean Waves shall be a non-profit organization incorporated under the laws of the State of Florida.

#### **ARTICLE II:**

##### **OCEAN WAVES MISSION STATEMENT**

As a non-profit volunteer organization of quilters, the guild embraces all levels of quilting skills, from the novice to the accomplished quilt artist of all techniques from traditional to modern.

##### **OCEAN WAVES GOALS ARE:**

This guild shall achieve its goals by accomplishing the following objectives:

- a. Promote an interest in the making, collecting, and preservation of quilts.
- b. Provide the opportunity for individuals to meet and share their mutual interest in quilts and quilt making.
- c. Provide the opportunity for quilt makers to display their creations and receive feedback on their efforts.
- d. Provide an educational experience to the general membership and the quilt making community at large.
- e. Develop and pursue standards for quality quilt making. These standards

are to be used as a guide for members to develop better quilt making skills, both for personal satisfaction as well as encouragement for competition.

f. Promote service in the form of quilt education and the donation of quilts or related items to worthwhile recipients in the community.

### **ARTICLE III MEMBERSHIP**

Section 1: Membership in Ocean Waves shall be by written application and payment of dues, at which time an Ocean Waves membership card will be issued. Inactive members applications will be held of two (2) years.

Section 2: Members in good standing shall be eligible to vote on:

- a. Amendments to the bylaws.
- b. Election of officers.
- c. Ocean Waves projects.

Section 3: If a member is delinquent in Ocean Waves dues, the member's record shall be filed as inactive and said member shall have no voting privilege.

Section 4: A member's active status is reinstated upon payment of current Ocean Waves dues.

Section 5: Discounted membership rates may be offered to senior members (62+) and youth members (12-17). Youth members shall have no voting rights nor shall they hold office or chair positions.

**ARTICLE IV ANNUAL DUES**

Section 1: The annual Ocean Waves dues of members shall be a reasonable amount to be determined by the Executive Board and to be voted on by the general membership

Section 2: All dues are due and payable not later than the February meeting. Unless dues are paid by the February meeting date, membership becomes delinquent and such names shall be dropped from the membership roster and mailing list.

Section 3: Any new person joining after July 1 shall pay only one-half the annual membership fee in their category.

**ARTICLE V ELECTED OFFICERS:**

Section 1: The elected officers shall be:  
President  
Vice President of Membership  
Vice President(s) of Programs and Workshops/Current Year  
Vice President(s) of Programs and Workshops/Advance Planning  
Secretary  
Treasurer  
The term of office for this Executive Board shall be for one year to run from February through January, but for no more than two consecutive years in the same office.



Section 2: The immediate Past President shall serve as First Director, an ex-officio member of the Executive Board, serving in an advisory/non-voting capacity. When there is a new immediate Past President, First Director moves to Second Director.

## **ARTICLE VI ELECTION OF OFFICERS**

Section 1: The annual election of officers shall be held at the December general meeting.

Section 2: The chair of the Nominating Committee will be appointed by the General Board [Executive Board and Committee Chairs]. The Nominating Chair of the Nominating Committee shall select two-to-four members from the general membership. The Nominating Committee members may not serve consecutive terms. In addition, the First Director shall serve on the Committee as a non-voting member. This committee shall present an election slate to OW, at the November meeting. The nominees shall have given their consent to use their names as candidates.

Section 3: Nominations may be made from the floor at the September, October, or November meetings. The nominees must have provided their consent before their names are proposed.

- Section 4: a. Officers shall be elected at the December general meeting by either a show of hands or by written ballot if deemed necessary.  
b. In case of an uncontested slate, the Secretary will be instructed by the President, to cast a unanimous vote for the slate.
- Section 5: Only members whose Ocean Waves dues have been paid shall be eligible for an elective office.
- Section 6 The candidate for any office receiving the highest number of votes shall be declared elected.
- Section 7: All officers elected shall be installed, usually at the January General Meeting and Installation Luncheon, and assume the duties of their respective offices prior to the February Board meeting.
- Section 8: Any officer not performing his or her duties in a proper and satisfactory manner may be removed from that position by the Executive Board (6 elected officers and the First & Second Directors) following a two-thirds (2/3) vote of all the members of the Board, provided fifteen (15) days notice in writing shall have been given to the incumbent.

## **ARTICLE VII**

### **EXECUTIVE AND GENERAL BOARDS**

Section 1: The Executive Board shall include elected officers and the First and Second Directors. The General Board shall include the Executive Board and the chairs of each standing and Ad Hoc committee.

Section 2: All decisions of both Boards shall be made by simple majority unless otherwise stated in these Bylaws.

Section 3: The duties of the Executive Board:

- a. Monitor and maintain Ocean Waves goals and objectives as developed in the guiding Policies and Procedures established for each position.
- b. Review and propose amendments to the Bylaws as needed.
- c. Approve Presidential committee chair appointments.
- d. Vote on removal of officers and chairs not performing their duties in a proper and satisfactory manner.
- e. Fill all vacancies occurring among the Officers during the Ocean Waves year.
- f. Approve any duly proposed special Ocean Waves meeting.
- g. Direct Secretary to maintain information in files, write correspondence needed by the OW Board and destroy documents as voted on by the Board

- Section 4: The duties of the General Board shall be:
- a. Manage the business of the Chapter adhering to the approved balanced budget for the year.
  - b. Make recommendations to the Ocean Waves members.
  - c. Appoint the Chair of the Nominating Committee.
- Section 5: All Past Presidents who are active Ocean Waves members shall constitute an Advisory Committee.
- Section 6: All members of the Executive and General Boards shall fulfill the duties of their offices without compensation.
- Section 7: Any member of either Board who is serving in more than one capacity shall be entitled to one vote only.
- Section 8: The President is excluded from voting except in the event of a tie when he or she may cast the tie-breaking vote.

## **ARTICLE VIII DUTIES OF THE OFFICERS**

- Section 1: **The duties of the President:**
- a. Preside at all meetings of the Ocean Waves and of the Executive Board and General Meetings.
  - b. Serve as ex-officio member of all committees except the Nominating Committee and the Quilter of the Year Committee.

- c. Appoint the chair of each standing and ad hoc committee, subject to the approval of the Executive Board.
  - d. Become familiar with these Bylaws and run the Ocean Waves in accordance with the provisions found herein.
  - e. Assist the Treasurer in adhering to the approved budget.
  - f. Speak with each Committee and Ad Hoc chair as to their continued service in their position.
  - g. Compile an end of the year report as to what you did for each month of your year in office, making suggestions as to what or how to improve and suggestions for the incoming officer.
- Collecting from all committee members, their annual reports by December 31st. for future officers and committee chairs. Providing incoming President a copy of this report.

Section 2: **The duties of the Vice President(s) of Membership:**

- a. Preside at all meetings of the Ocean Waves and all Board meetings in the absence of the President
- b. Analyze and coordinate membership.
- c. Keep records of current Ocean Waves dues. Maintaining inactive members applications for 2 years.

- d. Working with a budget publish and distribute an annual membership directory in a timely fashion.
- e. Set up a membership table at each Guild meeting that includes an up-to-date Members' Sign-in Sheet.
- f. Submits information to the Newsletter Editor of upcoming monthly birthdays, new member information and any changes to member information.
- g. Recruit members as needed to assist with membership duties at OW meetings.
- h. Serve as Chair for the standing Membership committee developed during their tenure.
- i. Submit upcoming monthly birthdays to Newsletter Editor.
- j. Compile and distribute New Member Folders as applicable; (each folder to include Membership application, current Directory/Handbook, Membership card, directions to receive newsletter thru the web site, Name Tag suggestion sheet, and/or Membership pin.
- k. No later than October distribute pattern and color info to members for the President's Block. Each member is encouraged to make and return the Block no later than the January Luncheon where the Blocks are presented to the president.

l. Assist the Treasurer in adhering to the approved budget.

m. Compile and turn in an end of the year report to the President making suggestions as to what to correct, improve on and suggestions. Providing new incoming Membership Chair a copy of this report.

Section 3: **The duties of the Vice President(s) of Programs and Workshops,**

**Current Year:**

a. Plan and coordinate Programs for Ocean Waves meetings.

b. Plan, coordinate, and implement Workshops including the Ocean Waves Luncheon Workshops, as applicable within the budget given for the year.

c. Recruit members as needed for assistance with programs and workshops.

d. Serve as Chair of the Programs and Workshops committee developed during their tenure

e. Mentor the VP for Programs & Workshops, Advance Planning.

f. Assist the Treasurer in adhering to the approved budget for Programs and Workshops, Current Year.

g. Provide information to Ocean Waves members for all classes. Showing samples of classes upcoming, keeping in contact with teacher, provide sign up sheets, collecting class fees and giving

of class information for supplies. When classes are not filled, reaching out to other guilds for the opportunity to participate.

h. Set up meeting room for classes, oversee class and teachers needs.

Returning all tables and chairs to Adult Day Care original facilities set up.

i. Coordinate payment of teachers invoice with treasurer.

j. Compile and turn in an end of the year report to the President, making suggestions as to what to correct, improve on and suggestions. Providing new incoming Program Chair a copy of this report.

Section 4: **The duties of the Vice President of Programs and Workshops, Advance Planning:**

a. Plan and coordinate Programs for Ocean Waves meetings for the next year.

b. Working with a budget, Plan and coordinate next year's Workshops including the Ocean Waves January Luncheon Workshops, as applicable.

c. Recruit members as needed to assist with the development of future programs and workshops.

d. Apprentice with the current Chair of the Programs and Workshops committee to continue program development for the guild.



- e. Assist the Treasurer in adhering to the approved budget for Programs and Workshops, Advanced Planning.
- f. Compile and turn in an end of the year report to the President, making suggestions as to what to correct, improve on and suggestions. Providing new incoming Advance Program Chair a copy of this report.

Section 5:

**The duties of the Secretary:**

- a. Take minutes of all Ocean Waves Board and General meetings. Provide a copy of the Board meetings minutes to the President in a timely fashion and a copy of the general Ocean Waves meeting minutes to Newsletter and Web master for publication.
- b. Maintain a file of minutes from all past meetings.
- c. Take care of all correspondence of the Ocean Waves. Establish and maintain appropriate files, write letters as requested by the President/Board, destroying documents when requested as established by Article VII, Section 3, g
- d. Check the Ocean Waves mailbox and see that mail is appropriately distributed.
- e. Assist the Treasurer in adhering to the approved budget.
- f. Compile and turn in an end of the year report to the President, making suggestions as to what to correct, improve on and suggestions. Providing

new incoming Secretary a copy of this report.

Section 6:

If the Executive Board deems it necessary, the Office of Secretary may be divided into two offices of Recording and Corresponding Secretaries.

Section 7:

**The duties of the Treasurer:**

- a. Receive monies and be custodian of all Ocean Waves funds and financial documents.
- b. Adhere to the approved budget.
- c. Pay out monies only on order of the President and keep and maintain an accurate set of books.
- d. Collect and keep records to assist in the preparation of the annual budget.
- e. Close out the books by December 31<sup>st</sup> and submit same to an accountant for an annual filing before the February meeting.
- f. Compile and turn in an end of the year report to the President, making suggestions as to what to correct, improve on and suggestions. Providing new incoming Treasurer a copy of this report.

Section 8:

The First Director shall act as Budget Chair. Reference: Article XI, Section 4.

## **ARTICLE IX Ocean Waves General Meetings**

Section 1: The regular Ocean Waves meeting shall be held on the second Saturday of each month at 9:30 a.m., ***except as follows: the regular membership meeting may be rescheduled to coincide with the Installation Luncheon by a majority vote of the General Board, for good cause.***

Section 2: The General Board shall meet monthly at an agreed upon date and time.

Section 3: a. A special Ocean Waves meeting may be called if recommended by the President or by 20 members and approved by a majority of the Executive Board.

b. Ocean Waves members may be notified by telephone, **e-mail or texting** of the date of a special meeting, provided notice is given at least 10 days prior to the date of said meeting.

Section 4: Any Ocean Waves member may attend a General Board meeting but is not eligible to vote. The member may speak to an agenda issue; the Board may set reasonable time limitations.

Section 5: A meeting of the Executive Board may be called if recommended by the President or by 5 members of the Executive Board. Executive Board meetings require that all membership concerned is notified at least 15 days in advance. The 15 day advance notice

may be waived with the approval of 5 Executive Board members.

Section 6: Dates of General Board meetings and Annual and General Ocean Waves meetings will be published in the Ocean Waves Newsletter/Website.

Section 7: If Ocean Waves meetings are suspended for any reason, General Board meetings shall continue as usual. Notice of these General Board meetings need not be published in the Ocean Waves Newsletter/Website.

## **ARTICLE X QUORUM**

Section 1: Twenty (20) members and three (3) officers shall constitute a quorum at any OW General meeting.

Section 2: Three (3) elected officers and two (2) committee chairs at the Board meeting shall constitute a quorum.

Section 3: A majority of Executive Board members shall constitute a quorum of an Executive Board meeting.

## **ARTICLE XI COMMITTEES**

Section 1: a. Chairs of standing committees, other than Membership, and Programs and Workshops, shall be appointed by the President with approval of the majority of the Executive Board. Their tenure shall terminate with the installation of a new President. Chairs are called upon to maintain Ocean Waves goals and

objectives as developed in the guiding Policies and Procedures Manual established for each position. The Master Policy and Procedure Manual shall be maintained by the president and kept in the storage room.

b. Chairs of ad hoc committees, other than the Nominating and Quilter of the Year Committees, shall be appointed by the President with the approval of the majority of the Executive Board. All ad hoc committees shall function for the time required to accomplish the purpose of the committee, but shall not extend beyond the current President's term of office. Maintain Ocean Waves goals and objectives as developed in the guiding Policies and Procedures Manual established for each position.

c. The Chair of the Nominating Committee shall be selected in accordance with Article VI, (Election of Officers), Section 2 (Appointed) of these Bylaws.

d. The Chair of the Quilter of the Year Committee shall be designated in accordance with Article XI Committees), Section 5 (Quilter of the Year) a. (Chair-past year winner) of these Bylaws.

e. Whenever possible, officers should not be approved as chairs of committees.

Section 2:

The Standing Committees shall be:

American Quilters Society (AQS)  
Community Quilts  
Door Prize Historian  
Hospitality Library  
Newsletter Sunshine  
Website

Section 3: **The Ad Hoc Committees** as needed shall be:  
Budget Bylaws Amendment  
Memorial Challenge Chapter Quilt  
Fabric Exchange Installation Luncheon  
Nominating Quilter of the Year  
Round Robin Development  
Face book Special Events  
Such other committees as the President deems necessary.

Section 4: **The Budget Committee shall:**  
a. Be composed of the First Director as Chair, the President, the Treasurer, and three general members familiar to the budgetary process to be appointed by the Chair.  
b. Prepare a balanced budget based on the past year's membership dues, income, and as necessary, utilize no more than 5% per year of the guild's bank balance in support of the mission statement and submit to the General Board for approval at the October Board meeting. The reviewed and approved budget will be presented for discussion at the October meeting.

- c. Maintain Chapter goals and objectives as developed in the guiding Policies and Procedures established for each position.
- d. Publish the resulting Board approved proposed budget in the November issue of the Ocean Waves Newsletter.
- e. Present the proposed budget at the December general membership meeting for approval by a majority of the general membership.

Section 5:

**The Quilter of the Year Committee shall:**

- a. Be chaired by the last recipient to receive the award.
- b. Be composed of all past recipients of the award who are available and willing to serve.
- c. Accept nominations from the general membership by a deadline set by the Chair.
- d. Prepare a presentation award and compile a short quilting biography of the winner.
- e. Announce the Quilter of the Year at the Installation Luncheon.

Section 6:

**Annual Reports from Committee Chairs:**

- a. Each Committee Chair shall submit a verbal report at the monthly Board meeting or written notice in the monthly newsletter, and a formal written report annually at the January Board meeting.

b. Each Committee Chair shall keep a working notebook to pass on to their successor.

## **ARTICLE XII AMENDMENTS TO THE BYLAWS**

Section 1: Proposed amendments to these Bylaws may be accomplished as follows:

- a. Voting approval by the Executive Board.
- b. Written proposal by an Ocean Waves member or members.
- c. Written recommendation from an ad hoc committee on Bylaws amendment.

Section 2:

- a. After approval by a majority of the Executive Board members present at a duly constituted Executive Board meeting, the proposed amendment(s) shall be presented to the General Board.
- b. After approval by a majority of the General Board members present at a duly constituted General Board meeting, the proposed amendment(s) shall be published in the Ocean Waves Newsletter. If the Bylaws revisions are extensive, a special edition of the Ocean Waves Newsletter may be published and distributed at a regular or special Ocean Waves meeting.
- c. The proposed amendment(s) shall be read at two (2) consecutive Ocean Waves meetings, special or regular.



The proposed amendment(s) shall be voted on by Ocean Waves members at the Ocean Waves meeting at which the proposed amendment(s) are read for the second time.

d. The amendment(s) shall be approved by at least 51% of the attending Ocean Waves members by a show of hands. If necessary, a roll call vote may be taken by the Secretary.

### **ARTICLE XIII DISPOSITION OF PROPERTY**

Section 1: The Board, upon dissolution of the Ocean Waves by the General Board and by vote of the membership, shall pay or make provision for payments of all liabilities of the Ocean Waves

Section 2: In the event of dissolution, the Board, if possible, shall dispose of all the assets of the organization exclusively to serve the purposes of charitable, educational, or scientific organizations, provided they qualify as exempt organizations under Section 501(c)(4) 9f the Internal Revenue Code of 1976

### **ARTICLE XIV PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Revised, shall govern Ocean Waves in all cases to which they are applicable and in which they are not inconsistent with these Bylaws of the Ocean Waves.

## **OCEAN WAVES PAST PRESIDENTS**

2018-2019	Gary Iglesias
2016-2017	Sharon Krutulis
2015	Lois Erickson
2013-2014	Barbara Frazzetto
2011-2012	Lynn Young
2010-2011	Leslie Pope
2008-2009	Lois Erickson
2006-2007	Kasha Abbott
2004-2005	Joyce Cotner
2002-2003	Mercy Arrastia
2000-2001	Phyllis Salt
1998-1999	Mary DeWind
1997	Harriet Rudoff
1996	Phyllis Solakian
1995	Judy Milian
1994	Ann Mitchell
1993	Tori Stuart
1992	Caroline Heck
1991	Debbie Witherspoon
1990	Bonnie Askowitz
1989	Liz Chifari
1988	Carleen Parlato
1987	Diane Harris
1986	Ruth Lazarus

## **QUILTERS OF THE YEAR**

- 2019 Sharon Krutulis
- 2018 Norma J Green
- 2017 Janet Hodges
- 2016 Joan Vigil
- 2015 Leslie Pope
- 2014 Lois Erickson
- 2013 Geraldine Tucker
- 2012 Kasha Abbott
- 2011 Norma Jeanne Green
- 2010 Arlene Goldberg
- 2009 Rosa Brito
- 2008 Betty Roxborough
- 2007 Pat Helmcamp
- 2006 Phyllis Salt
- 2005 Kitty Gonzalez
- 2004 Mary Ann O'Hare
- 2003 Nancy Murphy
- 2002 Tori Stuart
- 2001 Lucy Mansfield
- 2000 Mary DeWind
- 1999 Bonnie Askowitz
- 1998 Pamela Pampe
- 1997 Liz Chifari
- 1996 Harriet Rudoff
- 1995 Carleen Parlato
- 1994 Phyllis Solakian
- 1993 Amy Goodhart
- 1992 Rusty Miller
- 1991 Janet Swan
- 1990 Diane Harris
- 1989 Judy Duerstock
- 1988 June Simon
- 1987 Irene McLaren
- 1986 Byrd Tribble
- 1985 Diane Harri

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ACADEMY**

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LINDA WEINGARD      BENSALEM, PA 19020  
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Quilt Classes  
Custom Long Arm Quilting  
Long Arm Rental  
Custom Quilts Made To Order  
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