

Rocky Mountain Creative Quilters
2008 Quilt Show Organizational Meeting
January 30, 2008

In attendance: Jean Poland, Kelly Gallagher/Abbott, Kit Robinson, Vicki Anderson, Gwen Hatchett, Kathy Nicolai, Kathy Lewis, Darlene Bengford, Christi Beckman, Stephanie Patterson, Julie Breidt, Brenda Dickison, Shawnette Sherwood, Marilyn Walter, Debra Coleman, Mary McCauley

Next meeting: at Café Vino, 1200 South College, Feb. 19th from 1 to 3. If you come early, you could meet across the street for lunch.

This section is for the parts of the show that have been decided and need no action unless unforeseen problems arise.

The show hours will be Saturday 10-5 and Sunday 11-4. The Ranch gives us 50 tables and 200 chairs. We are thinking that each booth will have 1 table and 2 chairs. Venders will be charged \$185 for a booth, and if a second is purchased it will be \$165. We have 30 booths for venders. We will hire through The Ranch one security guard that will be on duty 48 hours (Saturday morning to Sunday night). The show will be set up Friday night and take down will be Sunday 4pm to 7pm. Insurance we have for each quilt will be \$200. Darlene Bengford will be the Kid's Quilt Chair and we will call that section "Creative Kids". Kids are under the age of 18. We will need white glove attendants at the featured artist area and kids area. The Have a Heart area doesn't need someone from our group. All the kids that enter will receive a ribbon. We will have a viewer choice award winning \$250 – sponsored by Meandering Publishing. The second place winner will win \$150. Kelly Gallagher/Abbott announced that she was able to secure Christine Dabbs as the featured artist. She is an artist of the highest caliber and will draw many people to the show. She will lead a 2 day workshop after the show (Monday and Tuesday, long days) with 50 participants. We are thinking of charging \$150 per person for the workshop. Kelly will host her at her home and our purchasing her plane ticket was agreed on at the meeting. For \$40, venders can buy from the Ranch a dedicated line for credit cards. Volunteers working the show will have to pay for their admission. No photography in the vender's area.

Entries: ^ Only members can enter ^ fee of \$10 per quilt, nonrefundable ^ two entries per person limit, but we will accept the second only if space is available ^ no quilt larger than 10 ft by 10 ft will be accepted. When a quilt is submitted, we need the fee, a digital photo, the size of the quilt, any credit to others listed out. The entrant needs to know the \$200 liability limit per quilt, photos ok, non-refundable fee.

This section has the tasks that need addressing and the wonderful people who will do them.

Vicki Anderson started the meeting by discussing sponsorships as a revenue possibility for the show. Someone, or a business entity, could advertise in our program, or buy a booth and donate it back, or we could display a sign on the wall. There might be two or three levels of sponsorship with different levels of visibility for each. Sponsors would come from the vender list or members of the general RMCQ. Venders could get a booth/sponsorship package. Vicki and Christi Beckman will work out the details for the next meeting. Christi will be our Vendor Chair. Vicki and Christi will work together on the show promotion since it overlaps with the venders. Christi will get proof of insurance from the venders who are at the show.

Kit Robinson will set up a budget for the show. She will also work out a private process to take the money from the cash box during the day of the show to lock it up.

Christi and Gwen Hatchett will work on a brochure for the show. Included might be: photos of the Hoffman quilt Kelly made, quilts from the calendar and something of Christine Dabbs. No time was set for completion of the brochure, but soon would be good.

The details of Christine Dabbs's other expenses are still being worked out by Kelly.

Julie Breidt and Gwen thought that a written description of the process or qualifications used to select the featured artist would be good. It was agreed this would be done, but as it is not time sensitive like most of the work to be done for the show, it would wait.

We will give each vender a courtesy bag. Inside will be some Tylenol, chocolates, band-aids, etc. This might fall in the Hospitality Chair area.

Kathy Nickolai will look into the pipe and drape. Kathy Lewis will look into the insurance, since we will be setting up objects higher than 3 feet. We also need extra insurance (beyond the standard \$200 per quilt) for the featured artists work on display.

Venders will need to know the fire code regulations. It would be good to look into the placement and number of electrical outlets in the vender area. The Ranch seems relaxed about these two things, so it not a worry at this point. Kathy Nickolai will explore these when time permits.

Entry forms need to be made and posted on our website. It would be good to have them for the Feb. 11th general meeting, but announcing that they will be on the website soon might have to be soon enough. Kelly has a similar form for Hoffman entries, so she, Julie and Kathy Nickolai will work on these. These three will organize the entry submission process, also. We have the May general meeting to offer to digitally photograph and measure quilts to be entered. At that meeting, Kelly will talk about Christine Dabbs and the work she has done. The general meeting, on June 9th, will be the deadline for the entries. July 14th (general meeting), will be the time when the quilts will be turned over to us. Alternative drop of sites and times will be announced as we get closer to the time. Jean Poland has offered to help get the information from the entries into the computer to make the display signs for each quilt.

Mary McCauley will look in to the cost of 40 aprons and 30 cotton gloves that are a matching color (purple) for the helpers at the show. Stephanie Patterson has offered to sponsor these items. Kelly offered to show Mary how to make award ribbons for the show.

Need help with:

Demonstrations needs a chair to guide this part of the show. We want to have demos every other hour that last 30 to 60 minutes. Venders and members are possibilities for these. We have two adjacent rooms reserved for us with the Ranch.

Door prizes need to be collected (how many?, what would be good?)

Wow!!

Respectfully submitted,

Julie Breidt

Secretary, RMCQ Quilt Show Committee