

MPQG Board Planning Calendar 2019 - 2020		
Month	Task	Committee Responsibility
Monthly	<p>★<b>General Membership Meetings – 1st Monday of month</b>  <b>2019</b> 9/9 <b>second</b>, 10/7, 11/11 <b>second</b>, 12/2  <b>2020</b> 1/6, 2/3, 3/2 <b>morning</b>, 3/30, 5/4, 6/1 <b>morning</b>, 7/6, 8/3  <i>Next fiscal year: 9/14, 10/5, 11/2 <b>morning</b>, 12/7</i></p> <p>★<b>Workshops – 2019</b> 10/5-6 <b>2020</b> 2/9-3/1, 5/31, 10/3-4</p> <p>★<b>Quilt Show – April 3, 4, 5, 2020</b></p> <p><b>Board Deadlines</b></p> <p>★15th of month - web site and Pines &amp; Needles articles due to Communications</p> <p>★15th of month - Board Reports &amp; Request for Action to each Board member for review</p> <p>★20th of month - Forward Final Board Reports, and Request for Action to Secretary, who will generate Board meeting agenda</p> <p>★<b>Board Meetings 2019-2020 - last Tuesday of month</b>  <b>2019</b> 9/24, 10/29, 11/26, <b>no December meeting</b>  <b>2020</b> 1/28, 2/25, 3/31, 4/28 <b>optional</b>, 5/26, 6/30, 7/28, 8/25 Orientation and Turnover</p>	<p>Communications Board Secretary</p>
September	<p>Meeting: Community Service Night (no lecture), New Member welcome preceding meeting  Recognition of New Leadership and Presentation of gift certificates to outgoing Board</p> <ul style="list-style-type: none"> <li>• New fiscal year begins September 1</li> <li>• Membership - renewals in by <b>September General Meeting</b> will be in printed Directory</li> <li>• Call for Community Grant Requests due <b>December 31</b></li> <li>• Display Raffle Quilt at the Monterey County Fair <b>August 29 - September 2</b></li> <li>• Display Challenge Quilts at the Monterey County Fair <b>August 29 - September 2</b></li> <li>• Recognize and thank designer/maker(s) of Raffle Quilt</li> <li>• Recruit Quilt Show committee chairs</li> <li>• Web site changes due to web manager for specific area</li> <li>• Call for original raffle quilt designs due in October for selection in November</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	<p>Comm. Outreach / Membership Outgoing President Treasurer Membership Vice President Activities Activities Activities Quilt Show All, Communications Activities All, Communications</p>

**MPQG Board Planning Calendar 2019 - 2020**

<p>October</p>	<p>Meeting: Lecture by Laurel Anderson, <i>History of Applique</i></p> <ul style="list-style-type: none"> <li>• Raffle quilt ticket distribution to members</li> <li>• Call for volunteers for Winter Social and Fundraiser</li> <li>• Original new raffle quilt design proposals due in October for selection in November</li> <li>• Call for Community Grant Requests due <b>December 31</b></li> <li>• Long lead media mailing for Quilt Show</li> <li>• Recruit Quilt Show committee chairs</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	<p>Program Community Outreach Community Outreach Activities Vice President Quilt Show, Publicity Quilt Show All, Communications</p>
<p>November</p>	<p>Meeting: Lecture by Julie Silber, <i>Show Me – Trunk Show of Rare and Beautiful Old Quilts</i></p> <ul style="list-style-type: none"> <li>• Finalize original raffle quilt design</li> <li>• Call for Community Grant Requests due <b>December 31</b></li> <li>• Planning for Winter Social and Fundraiser continues</li> <li>• Initial Quilt Show committee members meeting</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	<p>Program Activities Vice President Community Outreach Quilt Show All, Communications</p>
<p>December</p>	<p>Meeting: Annual Winter Social and Fundraiser (no lecture)</p> <ul style="list-style-type: none"> <li>• Publish Quilt Show Entry Forms</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	<p>Community Outreach Quilt Show, Communications All, Communications</p>
<p>January</p>	<p>Meeting: Lecture by Thom Atkins, <i>My Quilts, Start to Finish</i></p> <ul style="list-style-type: none"> <li>• Review Community Grant Requests</li> <li>• Finalize MPQG Grant Awards (proceeds from Winter Social and Fundraiser)</li> <li>• Call for Quilt Show entries</li> <li>• Quilt Show committee members meeting</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	<p>Program Vice President Vice President Quilt Show, Communications Quilt Show All, Communications</p>

MPQG Board Planning Calendar 2019 - 2020		
February	<p>Meeting: Lecture by Colleen Granger, <i>A Bodacious Trunk Show</i></p> <ul style="list-style-type: none"> <li>• Announce Grant winners at General Meeting, in <i>Pines &amp; Needles</i>, and on web site</li> <li>• Distribute materials for Raffle Quilt blocks</li> <li>• Call for Quilt Show entries</li> <li>• Quilt Show entry deadline: <b>Feb 3, 2020</b></li> <li>• Call for quilts for Monterey Library display</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	Program Vice President, Communications Activities Quilt Show Quilt Show Quilt Show All, Communications
March	<p>Meeting: Lecture by Kellie Willey, <i>Little Quilts, No Big Deal</i> (morning)</p> <ul style="list-style-type: none"> <li>• Call for volunteers for Quilt Show staffing</li> <li>• Members return completed Raffle Quilt blocks</li> <li>• Preview Quilt Show entries and design Quilt Show</li> <li>• Quilt Show committee members meeting</li> <li>• Set-up Monterey Library Display <b>Date TBD</b></li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	Program Quilt Show Activities Quilt Show Quilt Show Quilt Show All, Communications
April	<p>Meeting: Lecture by Kim Brownell, <i>Challenges: What to Do?</i> (March 30)</p> <ul style="list-style-type: none"> <li>• Quilt Show held during Good Old Days Celebration, <b>April 3, 4, 5, 2020</b></li> <li>• Recognize and thank marketers of Raffle Quilt</li> <li>• Choose the winning ticket of the Raffle Quilt</li> <li>• Take down Monterey Library display <b>Date TBD</b></li> <li>• Call for Challenge Quilt ideas</li> <li>• Assemble next Raffle Quilt and submit bid for quilting to the Board for approval</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	Program Quilt Show Community Outreach Quilt Show Quilt Show Activities Activities All, Communications
May	<p>Meeting: Lecture by Rodrick Kiracofe, <i>Unconventional and Unexpected Quilts</i></p> <ul style="list-style-type: none"> <li>• Present Challenge Quilt plan</li> <li>• Call for opportunities to market Raffle Quilt</li> <li>• Exhibit April Quilt Show Viewers' Choice Winners at the General Meeting</li> <li>• Conduct Quilt Show review; prepare recap with recommendations; present to board</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	Program Activities Community Outreach Quilt Show Quilt Show All, Communications

**MPQG Board Planning Calendar 2019 - 2020**

<p>June</p>	<p>Meeting: Lecture by Tara Faughnan, <i>Trunk Show of My Quilts</i> (morning)</p> <ul style="list-style-type: none"> <li>• Board evaluation of organization assignments and potential volunteers</li> <li>• Update volunteer forms with member survey, optional</li> <li>• Develop nominations for MPQG Executive Board and Standing Coordinators</li> <li>• Call for volunteers for MPQG Supporting Committees</li> <li>• Next fiscal year budget proposals due to Treasurer</li> <li>• Review and finalize membership dues for following fiscal year</li> <li>• Finalize General Meeting calendar for next fiscal year beginning September 1</li> <li>• Call for volunteers for Monterey County Fair (<b>Aug/Sept 2020</b>)</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	<p>Program Board Board Vice President Vice President Treasurer, Board Membership, Board Programs Activities All, Communications</p>
<p>July</p>	<p>Meeting: Member's Quilt Slam (individuals TBD)</p> <ul style="list-style-type: none"> <li>• Membership re-enrollment begins</li> <li>• Continue volunteer signups for Monterey County Fair (<b>Aug/Sept 2020</b>)</li> <li>• Presentation of slate of officers at July meeting, in Pines &amp; Needles, and on web site 10 days prior to meeting</li> <li>• Post Office Box rental fee due</li> <li>• Call for original raffle quilt designs due in October for selection in November</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	<p>Program Membership Community Outreach Vice President  Treasurer, Board Activities All, Communications</p>
<p>August</p>	<p>Meeting: Elections followed by Lecture by Meri Henriques Vahl, <i>People and Places: The Art of Art Quilting</i></p> <ul style="list-style-type: none"> <li>• Call for original raffle quilt designs due in October for selection in November</li> <li>• Back Porch Fabrics Anniversary Benefit Raffle</li> <li>• Membership re-enrollment continues</li> <li>• Challenge Quilts due at General Meeting</li> <li>• Print Raffle Quilt tickets and promotional materials</li> <li>• Continue volunteer signups for Monterey County Fair (<b>Aug/Sept 2020</b>)</li> <li>• Approve Budget for fiscal year beginning September 1</li> <li>• MPQG Board Orientation and Turnover meeting, <b>Aug 25, 2020</b></li> <li>• Bill Advertisers for annual renewals</li> <li>• Close Books on fiscal year ending August 31</li> <li>• Updates and announcements to Communications the 15th of month</li> </ul>	<p>Vice President, Programs  Activities Back Porch Fabrics Membership Activities Community Outreach Community Outreach Treasurer, Board Officers, Standing Coordinators (out-going and in-coming) Vice President Treasurer All, Communications</p>