

Memo Board Hoop

Project Instructions

Finished Size: 10" Diameter



This textured memo board will stylishly organize your photos, notes, and other ephemera.

Supplies Needed

- 1 Fabric Palette® Burlap (18" x 21") - Orange Damask
- 1 Fabric Palette® Fat Quarter (18" x 21") - Hot Pink tonal
- 10" Wooden embroidery hoop
- 1 pkg. hemp cord
- 9 - 5/8" pink buttons
- 1 skein Orange embroidery floss
- 1 pkg. 1" Clothes Pins (10 pcs.)
- Pins, needle, and thread (to attach hemp cords)
- Large-eyed darning needle
- Craft glue or glue gun and glue sticks
- Marker that will show on burlap
- Basic crafting supplies
- Iron and pressing surface

Before you begin

Read all instructions before beginning project. Do not prewash fabrics. Press all fabrics well to remove folds.

Cutting

Burlap: 1 - 13" x 13" square with design centered (background)

Hemp Cord: 6 - 18" pieces (memo board grid)

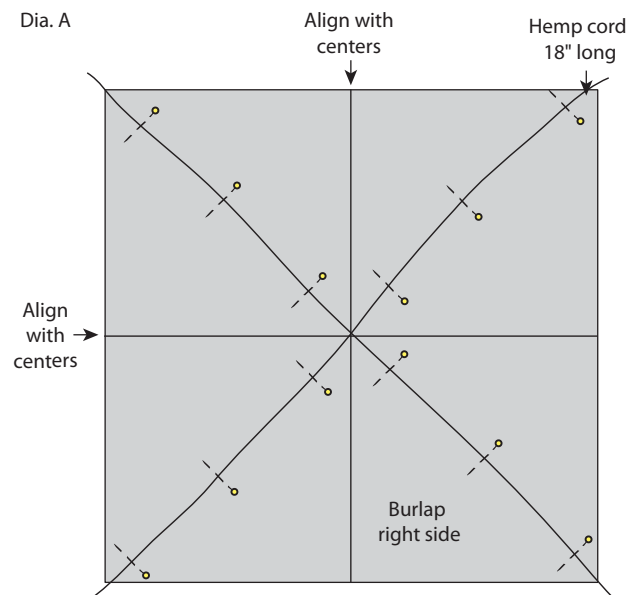
Fat Quarter: Tear three 1" x 21" strips (hoop wrap)

Sewing

1. Loosen the screw and separate the two parts of the wooden hoop. Set aside the inner hoop. Place the end of one fat quarter strip with the **wrong** side against the inside of the outer hoop next to the screw; glue.

2. Wrap strip around the hoop in the same place twice, then begin snugly wrapping the strip diagonally, overlapping the previous wrap by about 1/3 of the strip width as you work. Continue wrapping the hoop, adding an additional strip as needed until completely covered. At the opposite side of the screw, double wrap the last round and trim strip end. Glue neatly to the inside of the hoop.

3. Locate the center of the burlap square using the damask print for placement. Lay out two diagonal 18" pieces of hemp cord through the center of the square (Dia. A). **Note:** Check that length of cord is centered. Match the center of the burlap print with the intersecting cords and pin in place. **Note:** If using a burlap background without a repeating pattern, mark or press diagonals for placing the first pieces of hemp cord.



4. Place remaining cords approximately 2 ½" from the first cords following the pattern of the design. See photo for reference. Keeping the hemp cords taut, pin the intersections securely to the burlap square. Hand stitch the cord intersections securely as shown (Dia. B). **Note:** Keep stitches about ¼" long so they will be covered by buttons.

5. Thread the needle with all 6 strands of the orange embroidery floss and sew a pink button to the hemp cord center intersection, leaving long ends to tie together. Make a square knot to attach the button; trim ends to ½". Repeat at each intersection to sew on a total of 9 buttons.

6. Place the inner hoop on a flat surface then center the burlap on top. Lay the hemp cords out straight across to the edges.

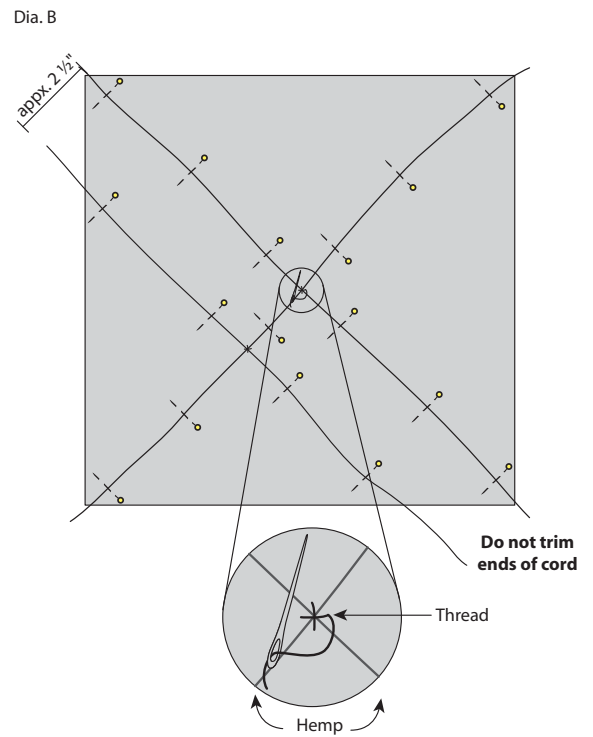
7. Push wrapped outer hoop over the inner hoop with screw at the top (12 o'clock position). If the design isn't straight and centered, remove hoop, adjust the position, then re-hoop.

8. Pull from opposite edges of the burlap so that the design is straight and taut within the hoop. At the hoop edges, straighten all hemp cords extending past the hoop; tighten the screw.

9. Remove the pins holding the cords and **trim only the edges of the burlap** ¾" from the hoop. **Note:** Do not trim the ends of the hemp cords!

10. Thread the end of one hemp cord through the large darning needle eye and weave it through the edge of the burlap. Knot the cord securely and trim extra cord length close to the knot. Repeat with the remaining cord ends to secure ends and keep the cords taut.

11. Glue edge of the circle neatly to the inside of hoop.



Finishing

12. Hang hoop using a nail. Attach photos, notes, ticket stubs, and other memorabilia to the hemp cords using miniature clothespins.

Finished Care Instructions

Dust gently as needed.