



# TCQG News

Serving Northwest Harris,  
Montgomery & Waller Counties,  
Texas

Volume 18 Issue 10

October 2023

## "From The President's Stash

October is upon us, and you can smell the pumpkin spice in the air!

Our October meeting will have Vasuda Govindan speaking, and the workshop on Wednesday will be on her Winding River quilt pattern. From a distance, it looks like a bargello, but actually it's a take on the curved log cabin! There's still space in the workshop if you want to sign up.

Speaking of October, it's time to change out the quilt at Texas Oncology. If anyone has a fall/harvest/autumn quilt that they would like to display, please let me know.

And looking ahead, we will need a winter/Christmas themed quilt in December.

The Proposed Bylaws are on the website. Deletions are in blue and revisions are in red. Please contact me if you have any questions. We will be voting on the updates and revisions at the October meeting.

The Quilt Show is getting closer! Please be sure to direct any questions to Janice Toler, Stephanie Moss, or Shari Stone. The information meeting last month was well attended, and there's talk of another one in a couple of weeks. Remember – you MUST be a member of the guild BY OCTOBER 31<sup>st</sup> to submit a quilt to the show. Get those renewals in!

Becky Burkett  
President

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### Welcome New Members!!

|                      |                       |                       |                          |
|----------------------|-----------------------|-----------------------|--------------------------|
| <b>Brenda Carter</b> | <b>Sheila Evans</b>   | <b>Rebecca Garcia</b> | <b>Belinda Fultz</b>     |
| <b>Carol Hatcher</b> | <b>Michelle Lewis</b> | <b>Diana Moore</b>    | <b>Elizabeth Neidigk</b> |

**Welcome to all Members!!** Many of you put in volunteer hours each month but cannot always make a guild meeting; just email me at the guild's email address {tricountyguild@gmail.com} and let me know your hours so I can include those in our monthly report. Also, please...when signing in for the guild meeting, give yourself two (2) hours credit for participation plus any volunteer hours you have accumulated. Bobbi Miller

Meetings begin promptly at 7pm, so we can adjourn on time. The front doors will be closed at 6:55, and the members will be asked to take their seats. This will allow the various committee heads & board members to get into the meeting on time. Come early so you have time to sign in, check out any raffles or upcoming workshops, visit the magazines, etc.



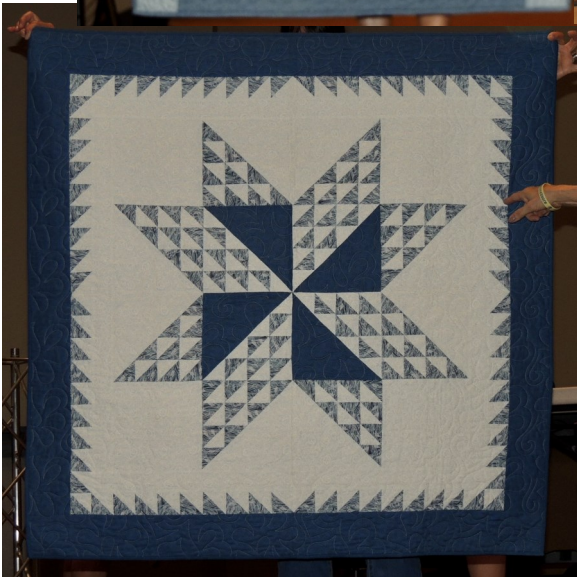
### Meetings

Fairfield Baptist Church  
27240 Highway 290  
Cypress, Texas  
On 290 westbound  
between  
Mueschke and Mason Road.  
1st Tuesday of the month,  
7pm-9pm  
tricountyguild@gmail.com























# Your Guild Needs You!

Please consider running for the following positions that will be vacant January 2024.

## Secretary

Primary duties:

- Provide minutes of each monthly Guild and Board meeting to the Executive Board and Standing Chairs and maintain a file of these minutes
- Provide minutes of each monthly Guild meeting to the Web Administrator for posting on the Guild's website
- Maintain the Guild's ballots for a period of one year after each annual election
- Participate in the Revision Committee on Bylaws, Guild Policies, Duties of Elected Officers, and Responsibilities of Standing Chairs on an as-needed basis

## Program Chairs

- Arrange for speakers/instructors for the Guild meetings and workshops
- Execute a written contract for each speaker
- Execute a written contract with quilt shop owners for workshop venues
- Prepare appropriate paperwork/check request for speaker expenses
- Provide the quilt shop owners with information regarding upcoming speakers
- Maintain a list of speakers and workshops for Guild records
- Oversee all transportation, housing, and care of speakers
- Ensure the building is set up for the speaker's needs
- Attend the workshop or designate another attendee to facilitate the speaker's needs
- Promote the workshops at Guild meetings and through social media

## Newsletter Ads Manager

- Promote sales of newsletter advertisements to members, local vendors and quilt show vendors
- Coordinate with advertisers to create camera-ready art in jpg format for inclusion in the newsletter
- Bill for these ads according to the Guild's fee schedule
- Bill on an annual basis for renewing ads
- Keep accurate records of payments received and forward all funds received to the Treasurer
- Coordinate with Newsletter Editor to remove ads that are not being renewed.

Additional information on these positions may be found under the *Duties of Members of the Executive Board and Executive Committee* document on the Tri-County Quilt Guild Website



# October Speaker is Vasudha Govindan

## LECTURE AND WORKSHOP

Vasudha Govindan will be presenting a lecture at our October meeting and a workshop on October 4th at the Quilty Shop in Tomball. She is a Modern Quilter.

She started quilting about 16 years ago by making baby quilts for friends and family. Trained as a software engineer, she brings aspects of math and science to her quilting designs.

Her workshop is a quilt called WINDING RIVER.

The class fee is \$35. A pattern cost of \$10 will be collected in the class.

Her fabulous quilts have been exhibited at numerous events including the International Quilt festival and QuiltCon.

She grew up in India in a family immersed in traditional Indian folk art bringing many of the influences into her current modern art quilts.

You can look at her Facebook under Storied Quilts.

There are a few spots left in her class. Contact Char Peterson 206 909 1510 for details.



# Happy Birthday!

Anita Arendall

Julia Bailey

Karl Burkett

Lauren Busch

Maggie Conley

Chironne Desmond

Deborah Dodge

Pamela Fitzgerald

Charmaine Fritchey

Connie Grudzinski

Madison Horinek

Jaine Jewell

Renee Johnson

Pat Lechleiter

Janell Nelson

Eileen Reed

Jennifer Rossler

Patrice Schoppe

Patricia Schultz

Gail Smith

Sherry Tierney

Tara Webb

Donna Welmaker

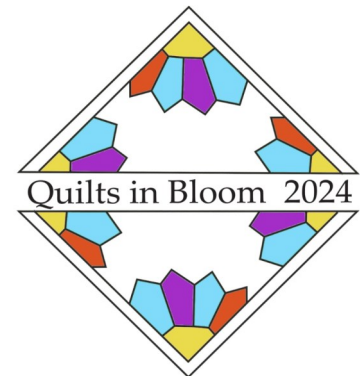
Linda Whipkey

Yvonne Wilson

Dawn Yates



As we welcome the cooler days of fall, the "heat is on" as we continue preparations for our upcoming quilt show. In mid-September, a quilt show information meeting was held. Both new and existing members attended the meeting. Several Quilt Show chairs and long-time guild member Nancy Youens provided examples and detailed information about Quilt Show categories and rules. The meeting ended with a demonstration on how to make and attach a quilt hanging sleeve. Thank you to everyone who attended the meeting. We can't wait to see your beautiful quilts!



If you were not able to attend the meeting, a Show Chair will be available 30 minutes before the start of each guild meeting to answer additional questions. You will find us near the magazine sales area. Remember, you must pay your membership dues by October 31 to enter quilts in the Show. We hope you are finishing up your projects and will consider entering one or more quilts.

**The online submission form is live. Submit your quilt entries today!**

In the meantime, please keep volunteering, and tell EVERYONE you know about our upcoming quilt show! We appreciate the work you are doing, and look forward to another spectacular show.

Show Chairs,  
Janice Toler  
Shari Stone  
Stephanie Moss

## Raffle Quilt Update

The Raffle Quilt continues to go out to visit other guilds and quilt shops. At the end of September, we visited two shops who were participating in a Shop Hop. We appreciate Sew Special Quilts in Katy and The Quilty Shop in Tomball for letting us display our quilt and sell tickets. October 6 & 7, the quilt will also be shown at The Montgomery Quilt Walk in Montgomery, TX. We will secure several locations to show the raffle quilt in a shop hop that takes place at the end of November.

We're selling tickets and letting members check out tickets at our guild meetings. You can pay for tickets and take them with you; you can check out tickets and bring the money to us later, or you can bring in money for tickets you checked out earlier. The raffle quilt is an important fundraiser for the guild, and we would really appreciate any help you can give us by buying tickets for yourself (or give them as gifts) or selling tickets to your friends and family.

Thanks,  
Elaine Bullard  
Bev Volker  
Raffle Quilt Chairpersons





## October Boutique Workshop

The October Boutique workshop will be held on October 17th at Bobbins & Threads Quilting & Crafts located at 10130 Grant Road, Houston, Texas 77070. We start at 10:00 and usually finish around 2:00 or 3:00.

If you have been a participant of any prior Boutique Workshop, please check for any unfinished kits and return them to us so we can complete them. Please do not feel badly if you have not had time to complete a kit, even if you find more than one or two (I confess to having more than that). We need to retrieve the kits and see that they are completed and put into inventory for the quilt show.



If you find any unfinished Boutique projects, you may call

or text Debby Dodge at 832-971-9459 so we can arrange a transfer, or you may bring them to the October guild meeting. If you feel hesitant to call, you are welcome to drop by Bobbins & Threads during the Friday Free Sew to drop off your kit.



We on the committee promise not to cause you any grief if you return incomplete projects to us. Thank you for looking through your UFO's and arranging to return them, and thank you very much for your participation in the workshops.

You may be able to guess what the October project is: yes, we will be completing unfinished projects. If you wish to help us, please show up with your sewing machine and your favorite sewing supplies. Your assistance will be greatly appreciated.

If you are new to our guild, you might want to know what we have been talking about. The Boutique Committee is responsible for leading workshops where we make gift items to sell at the Boutique Gift Shop booth during our guild quilt shows. The committee members try to select projects which we think can be completed in a single workshop.

Workshops are held on the third Tuesday of the month, and all members are welcome. We also accept donations of projects from our very generous bees and individual members. If the workshop date is open on your busy calendar, sign up and join us. You might learn something new, or have fun meeting other members.



The Boutique Committee





October 2023 BOM  
Tri County Quilt Guild  
**Zig Zag Path**

This is a simple 12 1/2" block with eight half square triangle (HST) units and one plain square in the center.

### Cut:

From green: 1—4 1/2" x 4 1/2" square (Set this block aside until final assembly of the 12 1/2" block)

2—5" x 5" squares

From plum: 3—5" x 5" squares

From white: 3—5" x 5" squares

### Directions:

Draw a diagonal line from corner to corner on the wrong side of the three white squares.

The photo on the right is just for reference and shows what units you should have before cutting on the drawn lines.

(I've included it ahead of the directions so you can see where you'll end up.)



Place one plum and one white 5" square with right sides together.

Stitch a line a scant 1/4" on each side of the drawn line.

Repeat for 1 more pair of plum and white squares.

You will have 1 plum 5" square left at this time.

Cut down the drawn line on each pair.

Set your seams and press towards the plum on each half square triangle (HST) unit.

You should now have 4 plum and white HST units.

Place one green 5" square and the 1 remaining white square with right sides together.

Stitch a line a scant 1/4" on each side of the drawn line.

Cut down the drawn line.

Set your seams and press towards the green on each HST unit.

You should have 2 green and white HST units.

(There should be one green 5" square and the green 4 1/2" square remaining.)



Draw a diagonal line from corner to corner on the wrong side of the remaining plum 5" square.  
Place the remaining green 5" square and this plum square with right sides together.  
Stitch a line a scant 1/4" on each side of the drawn line.  
Cut down the drawn line.  
Set your seams and press towards the green on each half square triangle unit.  
You should now have 2 green and plum HST units.  
Square all 8 HST units to 4 1/2".



This photo shows all eight HST units when finished.

You are now ready to assemble the block.  
Refer to the photo on the right for the Block layout.



Sew row one together pressing seams in one direction.  
Sew row two together with the green 4 1/2" square in the middle. Press seams in the opposite direction of row one.  
Sew row three together pressing seams in the same direction as row one.  
Sew all three rows together. Press seams in either direction.

Give the block a good press and trim to 12 1/2" square.

If you have any questions or comments, please contact me at [TCQGBOM@gmail.com](mailto:TCQGBOM@gmail.com)

Lisa Hart  
2023 BOM Chairperson



### Tips and Techniques

I'm not sure how many quilting rulers you have or what you use to keep them firmly situated on your fabric so they don't slip while you're cutting, but I have at least 5 products to keep my rulers in place.

I have non-slip rulers, a spray can of Grippy Non-Slip Coasting, a roll of Invis-Grip, little sandpaper dots, and a package of TightGrips Non Slip Dots and a 5 pound hand weight to put on my long rulers.

The spray leaves a cloudy look to my ruler; the Invis-Grip doesn't hold well in my opinion. The sandpaper dots work pretty well until they wear down. The TightGrips dots work well for me, and all of these things work even better if you put the 5 pound hand weight on the far end of the ruler.

Guild member Connie Grudzinski uses a waffle weave jar opener that she has cut into different sizes.

She cuts longer pieces of the jar opener material for large rulers and small pieces for small rulers. She doesn't secure the pieces to her rulers so she can move them where they will be out of her way when she's reading the ruler.

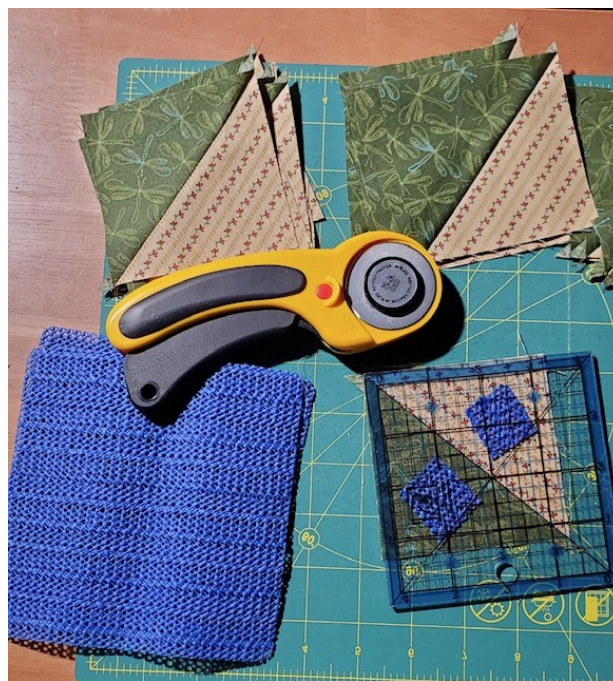
They usually stick to the ruler, but you could use some double sided tape if you want. I played around with the samples Connie gave me, and it works well!

Thanks for the tip, Connie!

Happy quilting, everyone,

Elaine Bullard

elainebullard53@yahoo.com



PS I'm interested in any tip or technique you may have!



## Tri-County's Fabulous Bees



*Remember: you must be a paid member to participate in our Bees.*



It's that time! Time to **renew your membership**.  
Reminder that all members of our TCQG affiliated bees need to be active members of the Tri County Guild.

Our Bees create a strong sense of a quilting community within the guild. Consider becoming a Beekeeper! Organize your bee, find a location, contact the Queen Bee Chair to let her know, and go from there!

Charla Reese, Queen Bee



**BEE Czars:** Meets the 4th Saturday of the month at The Quilty Shop. We choose projects as a group or work on our UFO's. We plan on two retreats a year. If you are interested in joining this be please call to be put on a waiting list.

Bee Keepers: Ann Keilers 832-515-1081 or Marian Page 281-797-3014.



**Day Strippers:** Daystrippers is the only bee that has been with TCQG since its beginning. It meets at Cypress Crossing Christian Church on the second Friday of each month from 10 - 2. They work on personal projects and occasionally go on retreats and to quilt shows together. There are currently no openings in this bee. However, you can contact beekeeper to be put on a waiting list. New members have been moving in through the list!

Bee Keeper: Judy Klevorn [jkklevorn@gmail.com](mailto:jkklevorn@gmail.com)



**Quilty Pleasures** Meets on the second and fourth Monday from 1:30-4:30 at The Quilty Shop. . We mostly work on individual projects with an occasional group project. Our Bee is currently closed to new members but contact either of the CoBee Keepers to be added to a waiting list.

Bee Keepers: Deb Durr and Anita Arendall.



**Quilter's Dozen:** Meets the 2nd and 4th Thursdays at The Quilty Shop from 10-1:30. We have great times together! This bee is currently full, but happy to add you to our waiting list.

Bee Keeper: Charmaine Fritchey [cfritchey@gmail.com](mailto:cfritchey@gmail.com)



**Grateful Threads:** Formerly We Bee Quilters. We meet the 2nd and 4th Wednesday at the Quilty Shop in Tomball from 10 a.m. To 1:30 p.m. We are a fun group of ladies who meet to sew whatever you are working on or a long lost "ufo", hand work, etc. Come to share tips and tricks and socialize. Come when you can. Contact bee keeper, Char Peterson to be included in our group. An email is sent out prior to the bee to remind you to rsvp. No experience is need-ed...just come and have a great sewing day in a beautiful quilting shop.

Bee Keeper: Char Peterson [Tolep8n@comcast.net](mailto:Tolep8n@comcast.net). 206 909-1510.



Cypress Crossing Christian Church  
15751 Cypress Rosehill Rd, Cypress, TX 77429  
9:30 am to 2:00 pm  
Sharon Castillo – 713.828.0861

## **A change in Management for One of Our Partners—Cypress Teen Center**

**Cypress Teen Center is now under new management and a new name “Two Lives Changed.” They’re mission has not changed, but the needs they have has.**

**They have requested, along with quilts for their babies, quilts for their mothers, too. The quilt size for mothers is lap quilt size, and the size for toddlers is at least 40” by 50”. We have asked that all quilts not be made with flowery patterns. Any questions, please call Sharon Castillo (713)828-0861.**



Hi Tri County Quilt Guild,  
 We are excited to extend an invitation to the Tri-County Quilt Guild to participate in the 14th annual Knights of Columbus Benefit Quilt Show in Hempstead on Saturday, November 11th, 2023. The mission of our Quilt Show is to raise funds for local charitable cases focusing on youth with major medical conditions. To date, the shows have made over \$170,000.00, disbursed to over 120 cases in our community. There is a live auction, raffles, vendors, door prizes and country fried steak dinner. Please make plans to attend or participate in the show!  
 Please see the attached entry form and flyer.  
 Thank you! Lea Ann Franklin

The Knights of Columbus Quilt Show is a benefit for local charitable needs, supported by the Waller County Piecemakers Quilt Guild in Hempstead, Texas, the Hockley Quilters from the Community Center in Hockley, Texas, and the Sew Devine Quilters in Pine Island,



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**FOR MORE INFORMATION:**

Jack Gibbs, KC representative  
 At [jacklgibbs@gmail.com](mailto:jacklgibbs@gmail.com) or 713-816-1923 or  
 Lea Ann Franklin, Quilt Show chief executive  
 At [danleaann@gmail.com](mailto:danleaann@gmail.com) or 281-733-5787



[www.Facebook.com/KCHempsteadQuiltShow](https://www.Facebook.com/KCHempsteadQuiltShow)

**WEBSITE:** [www.kcbenefitquiltshow.com](http://www.kcbenefitquiltshow.com)

**TO VISIT  
 WEBSITE:**





TEXAS QUILT MUSEUM  
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## Our Fall/Winter Exhibits Feature a Juried Show and Antique Beauties!

**LA GRANGE, TEXAS—August 28, 2023—**Two groundbreaking exhibits of quilts will be on display at the Texas Quilt Museum from **August 31-December 23, 2023.**

First, we'll pay tribute to the wildly popular series of books by **James Herriot** as well as the recent smash PBS series with the animal-themed juried show "**All Creatures Great and Small.**" And we'll also dip into the amazing archives of quilt collectors and dealers **Mary and Joe Koval** with "**Antique Quilts from the Koval Collection.**"



*Isn't Playing Better Than Quilting?* (33" x 32") by Susan P. Stevenson

### ***All Creatures Great and Small***

James Herriot was the pen name for the real-life British country veterinary surgeon James Wight (1916-1995). He wrote a series of best-selling books about his experiences in the field, as well as short stories for adults and children. They've been adapted into several TV shows and films, including the most recent *All Creature Great and Small* series that began in 2020 and runs on PBS in the United States.



*Red Panda* (34" x 44") by Laurie Mutalpassi

The Museum put out a call for quilts inspired by the theme in this juried show, with 59 works chosen. "These quilts run the gamut of animals portrayed and loved," says Vicki Mangum, Museum Curator. "You will enjoy the many cats and dogs, as well the infamous Texas Horny Toad Lizard. Look for swans, butterflies, and even a mouse. There are also quilts on endangered species that will raise your awareness to their plight."

(more)



**Alphabet Quilt (72" x 76") c. 1870, artist unknown**

### ***Antique Quilts from the Koval Collection***

Mary and Joe Koval are longtime quilt collectors, dealers, and experts. The Museum is also fortunate to house the permanent Koval Antique Textile Collection.

Now comes this showcase of 15 works which include some of their best antique quilts gathered over the decades. They were chosen by the Kovals themselves.

“When viewing these quilts, I am reminded of what attracted me to quilts in the first place—the sheer beauty of workmanship and fabric selections,” Museum Curator Vicki

Mangum offers.

“The two go hand-in-hand with this antique collection. Museum visitors will definitely enjoy seeing what Mary and Joe Koval have kept in their private collection after years of selling antique quilts!”

Be sure to visit our online Museum store, offering a lot of unique quilt-related items, artwork by local craftspeople, jewelry, apparel, T-shirts, books, fabrics, and more! Go to [www.TexasQuiltMuseumStore.com](http://www.TexasQuiltMuseumStore.com)

The Texas Quilt Museum is located at 140 W. Colorado St., La Grange, Texas 78945. Hours are 10 am-4 pm Thursdays, Fridays, and Saturdays. For more information, visit [www.TexasQuiltMuseum.org](http://www.TexasQuiltMuseum.org).

**Media inquiries:** Please contact Bob Ruggiero at [BobR@quilts.com](mailto:BobR@quilts.com)





Trade Show

# International Quilt Festival

🕒 02 - 05 Nov 2023 [Add To Calendar](#)

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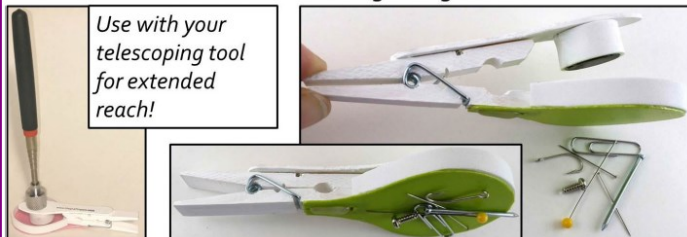
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## **Registered Agent**

Lynn Loyd

## **Board of Directors**

Charmaine Fritchey

Nancy Youens

## **Executive Board**

Becky Burkett – President

Elaine Bullard – VP Administration

Rhonda Van Alstine – VP Financial Oversight

Ginny Hilton – Treasurer

Jaine Jewell – Secretary

Bobbi Miller – Membership

Char Peterson – Programs

Deb Spoelker - Jr. Programs

## **Standing Chairs**

Lisa Hart – Block of the Month

Sharon Castillo – Charity Bee and Blog

Marie Engelhart – Hospitality

Charmaine Fritchey – Communication

Charla Reese – Head Bee Keeper

Janice Toler, Shari Stone, Stephanie Moss – Quilt Show

Tina Lauzon – Newsletter

SuZanne Gilbride – Publicity/Social Media

Donna Vandiver - Door Prizes

Lisa Hart - Holiday Bash

Debby Dodge – Magazines

Karl Burkett – Property Management

Sara Ballard – Storybook Quilts



PROPOSED REVISIONS 2023



**TRI-COUNTY QUILT GUILD  
BYLAWS**

•

**Article I. NAME**

This organization shall be called Tri-County Quilt Guild.

**Article II. PURPOSE**

~~(DELETE The purpose of this Guild is to preserve and encourage the art of quilting, provide instruction for its members and education for the public, and to be a gathering for people with this common interest. The Tri-County Quilt Guild is a not-for-profit, charitable organization and as such shall only consider making distributions to other such organizations.)~~

Tri-County Quilt Guild's purpose is to preserve and encourage the art of quilting, to provide instruction for its members and education for the public, and to be a gathering for people with this common interest.

Additionally, as a not-for-profit charitable organization, Tri-County supports its local charity partners through donations of crafts made by our members and other requested items. These local charity partners then distribute these items throughout our community.

As such, the Guild shall only consider making distributions to other such organizations.

**Article III. MEMBERSHIP**

**Section 1. Joining**

Membership is open to all persons interested in quilts and quilting. Members paying all dues shall be entitled to all benefits and services of Tri-County Quilt Guild. Membership is non-discriminatory regarding race, creed, color, age, sex or national origin.

Every applicant for membership shall agree to comply with Tri-County's Bylaws, ~~(DELETE and)~~ Policies and ~~(P)rocedures~~, and rules and to accept the rights, privileges, duties, responsibilities, and obligations applicable by law and set forth in these Bylaws.

**Section 2. Termination of Membership**

Membership shall be terminated:

1. By written or oral resignation
2. By default in payment of dues
3. For violation of any state or federal law, violation of any rule or regulation governing Tri-County Quilt Guild, or for violation of the ethics set forth in these Bylaws or in the policies, procedures, and rules of the Tri-County Quilt Guild.

**Article III. DUES**

**Section 1.** The payment of yearly dues shall be required ~~(DELETE in)~~ by October 31.

**Section 2.** Dues for renewing members shall be the full amount of the annual dues regardless of the month of renewal.

**Section 3.** Dues for new members joining between October 1 and May 31 shall be a full year's dues. New members joining after June 1 shall receive a discount of ~~(DELETE \$15.00).~~ \$16.00.

**Section 4.** The amount of annual dues is to be reviewed and posted on the Guild's website.



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**Section 5.** Money collected by the Tri-County Quilt Guild shall not be applied to the benefit of a member, trustee, officer, or any private person except in reasonable compensation for services rendered or to pay for the furtherances of the Guild's purpose as stated in Article II of these Bylaws. Money collected by the Tri-County Quilt Guild shall not be applied to propaganda, nor shall it be used in any attempt to influence legislation or in any political campaign be it for or against any public office, including the publishing or distribution of statements for any of these. This organization shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in the furtherance of its stated purpose.

#### Article IV. REGISTERED AGENT AND BOARD OF DIRECTORS

**Section 1.** The initial directors of the nonprofit corporation shall be the Registered Agent and a minimum of three Directors. The Registered Agent and the Board of Directors must be guild members in good standing.

**Section 2.** The Registered Agent (the incorporator who signs the Certificate of Formation) and the Board of Directors are the formal, centralized management and organizational structure of the corporation and as such are legally responsible for the activities of the corporation, including guarding it against fraud and corruption.

**Section 3.** The Registered Agent and the Board of Directors will serve in this capacity as long as they are Guild members in good standing delete (~~DELETE~~) or are replaced as outlined in the Bylaws and the Certification of Formation.

**Section 4.** Successors for the Registered Agent and the Board of Directors, when needed, shall be nominated by the Executive Board and elected by a majority vote of the members present at the next regularly-scheduled Guild meeting, shall be installed at that time, and shall assume their duties immediately. Successors for the Registered Agent and the Directors, as well as any address changes, must be reported to the Texas Secretary of State.

**Section 5.** The initial Board of Directors shall prepare and adopt Bylaws for the corporation. A copy of the Bylaws, signed by a corporate officer, must be submitted when applying for the federal tax exemption. After the organization obtains its Certificate of Formation, it must hold an organizational meeting, called by the incorporator or a majority of the Directors. At least three days' notice must be provided to the Directors named in the certificate, stating the time and place of the meeting.

**Section 6.** The Registered Agent shall prepare the Certificate of Formation. The document, which serves as the corporation's "constitution," becomes a public document defining what the corporation will do and who will be responsible for the management of the corporation. The Certificate of Formation must provide the name and address of the corporation's Registered Agent and office. The Registered Agent must stay affiliated with the corporation for at least a year or more.

**Section 7.** The document, The Duties of Members of the Executive Board and Executive Committee, shall be considered an integral part of the Certificate of Formation, defining the roles and responsibilities of the Executive Board and Executive Committee, and can be revised by the Executive Board as needed.

#### Article VI. OFFICERS

**Section 1.** The elected officers of the Guild shall be President, Vice-President for Administration, Vice-President for Financial Oversight, Secretary, Treasurer, Senior Program Chair(s), **Junior** Program (~~DELETE~~ Co-Chairs) Chair(s), and Membership. The Executive Board shall consist of the Registered Agent, the Board of Directors, and all the above officers and shall enjoy full voting rights.

**Section 2.** The Executive Board has the authority to remove a Director, the Registered Agent, or an officer from office when the need arises. By a majority vote at a special meeting called by the President and/or the Executive Board, a director, agent, or any other officer may be removed from office.

**Section 3.** The officers shall be elected by a majority vote of the members present at the December meeting, shall be installed and assume their duties at the January meeting.

**Section 4.** An officer shall be elected for a term of one year, with the exception of the Senior Program Chair(s) and **Junior** Program Chair(s) and may be re-elected to serve the following year. The Treasurer shall be elected for a two-year term and may be re-elected to serve another two-year term.

- A. The President must have been a Guild member in good standing for one calendar year



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- B. Term Limits: All elected officers can serve two years consecutively in the same office, and then can be elected to another office. If any officer fills an unexpired term, she/he can still serve for another two years.
- A. The Program Chairs shall serve a staggered term of two years; the Senior Chair(s) shall guide the Junior Chair(s), and the Junior Chair(s) shall become Senior Chair(s) the second year of the term. However, each will have equal importance and equal work/responsibility in providing quality programming.
- B. ~~(DELETE discussed twice) The Treasurer shall serve a two-year term.)~~

#### Section 5. Duties of the Officers

A. The President shall call all Executive Committee and Executive Board meetings; shall preside at all Guild, Executive Committee and Executive Board meetings; shall appoint all Standing Committee and Audit Committee Chairs; shall serve as ex-officio member of all Standing Committees; shall approve all expenditures; monitor the annual budget and shall sign checks in the absence of the Treasurer.

B. The Vice-President for Administration shall preside in the absence of/or at the request of the President at Guild meetings and at Executive Committee and Executive Board meetings. The Vice-President shall be responsible for the monthly Show and Tell segment of each meeting. The Vice-President may designate a member to assist with Show and Tell sign-up so that the Vice-President will be available to greet arriving members and visitors at the Guild meetings. The Vice-President will have responsibility to direct and assist the Secretary and Program Chairs. ~~(DELETE move to Duties Document). The Vice President shall review the Timeline at each Board meeting to ensure that all required duties are performed in a timely manner. The Vice-President shall be the contact person for guild members to propose changes to the website and shall gather suggestions and present them to the Board. The Board will determine if the changes are to be implemented.)~~

C. The Vice-President for Financial Oversight shall work ~~hand-in-hand~~ with the President and the Treasurer and Membership Chair to ensure that the financial status of the Guild meets all IRS regulations, shall have reimbursement forms at all guild functions, and shall stand in for the Treasurer on an as-needed basis. The Vice-President for Financial Oversight shall prepare the annual budget to be approved by the Executive Board, based on input from the Officers and Standing Chairs. ~~The Vice-President will work with the Treasurer to provide monthly backup of the Guild's financial information by receiving and downloading onto her laptop the information received via a backup flash drive or other methods deemed more efficient.~~

D. The Secretary shall keep the records of the Guild, Executive Committee, and Board meetings; and shall conduct general correspondence of the Guild.

E. The Treasurer will assist the Vice-President for Financial Oversight to prepare the annual budget; shall make monthly written financial reports to the Board of Directors and quarterly presentations to the Guild. The Treasurer shall file all required tax documents with the IRS on or before the fifteenth day of the fourth month after the close of Tri-County's tax year on December 31 in order to maintain the Guild's tax exempt status as a nonprofit.

<https://www.irs.gov/publications/p557>

~~(DELETE discussed twice) The Treasurer will work with the Vice-President Financial Oversight to provide monthly backup of the Guild's financial information by downloading the information on a backup flash drive or other methods deemed more efficient.~~

F. The Membership Chairman will keep a record of all members, receive all membership forms and dues payments, transfer funds to the Treasurer, maintain a current member roster, provide membership cards to all paid members upon request, and disperse membership information to appropriate parties. The Membership Chair will provide monthly backup of the Guild's membership data by downloading the information on the Guild's website.

The Chair or a designee shall be responsible for the Guild email account. The Chair or the designee will also be responsible for web inquiries; the inquiries and the responses to these inquiries will be copied to the President.

G. The **Senior** Program Chair(s) and **Junior** Program Chair(s) shall be responsible for monthly presentations, guest speaker arrangements and all workshops.

H. The Registered Agent, Board of Directors, and Elected Officers are bound by the Duties of the Elected Officers and Executive Committee Document.

**Section 6:** The Executive Board shall refrain from any activities that might be construed as a conflict of interest between Executive Board Members and Guild activities that involve monies to the Guild. No instances of preferential consideration to a guild member by the Executive Board shall be tolerated.

#### Article VII MEETINGS





### PROPOSED REVISIONS 2023

**Section 1.** The Guild shall meet on the first Tuesday of each month.

**Section 2.** ~~Executive~~ Board may change the date and/or the location of any regular meeting when necessary. Membership will be notified of any changes through the Guild's (~~DELETE blog~~) ~~website~~ and through email.

**Section 3.** A regular meeting during the month of December shall be designated as the Guild's Annual Meeting and shall be for the purpose of electing new officers and for any other business that may arise. A paper ballot will be used for the election of officers.

Written notice shall be delivered to each member via email and in the newsletter stating the date, time, and place of the Annual Meeting. Notice shall be given not less than ten (10) days nor more than sixty (60) days before the date of the meeting.

**Section 4.** Special meetings may be called by the President or by the Executive Board with a quorum consisting of a majority of the Executive Board.

#### Article VIII. EXECUTIVE BOARD

**Section 1.** The Executive Board shall meet at the request of the President.

**Section 2.** If the office of the President becomes vacant, the Vice-President of Administration will assume the office of President. The Executive Board shall appoint an individual to (~~DELETE fulfill~~) ~~fill~~ other vacated elected office.

**Section 3.** ~~The President, with approval from~~ the Executive Board, shall appoint a Quilt Show Chairman and/or Co-Chairs for a term beginning two years before the Quilt Show and ending when the show is concluded. and all debriefing and recordkeeping have been finalized.

**Section 4.** The Board shall receive timely reports from all Chairs throughout the preparation and until the conclusion of all projects.

**Section 5.** Any changes in Bylaws, Duties of Members of the Executive Board and Executive Committee, Guild Policies and/or the Responsibilities of Standing Chairs shall be approved by the Executive Board.

#### Article IX. EXECUTIVE COMMITTEE

**Section 1.** The Executive Committee shall consist of the Executive Board and the Chairs of the Standing Committees.

**Section 2.** All members of the Executive Board will be deemed the only voting members at the Executive Committee meetings.

#### Article X. COMMITTEES

**Section 1.** ~~The Standing Committees, which can be changed by a majority vote of the Executive Board, shall be as follows: Advertising/Media, Bee Keeper, Block of the Month, Charity Bee, Communications, Community Service (temporarily on hold), Door Prizes, Holiday Bash, Hospitality, Newsletter, Newsletter Ads, Story Book Quilts, Quilt Show and Website.~~

**Section 2.** Special Committees shall be Parliamentary Procedures, Bylaws, Audit, and Roving.

The Election Committee shall consist of three members. The President shall appoint, and the Executive Board shall approve, three active guild members to serve on the Election Committee. The Committee shall nominate at least one eligible person (dues must be current and the member should be in good standing) for each office and present the slate at the November Guild meeting. Additional nominations may be made from the floor at the December meeting prior to the election, with the consent of the one nominated. Additionally, the Election Committee shall prepare paper ballots for the annual elections and will be responsible for their collection and tallying of votes. The Secretary shall keep ballots for one year.

A. The Election Committee will provide a copy of the Bylaws, Duties of the Elected Officers and Executive Committee, Responsibilities of Standing Chairs and Policies to each nominee so that each newly-elected officer knows and agrees to uphold the Bylaws and other governance documents.

B. The Audit Committee, appointed by the President and approved by Executive Board in June, shall consist of three members of the Guild. The Committee shall report to the Guild at the July meeting after reviewing the Guild's current financial records.



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C. Appointed by the President and approved by the Executive Board, the Parliamentary procedures and Bylaws Committees shall be created as needed. The Bylaws Committee will be chaired by the Registered Agent or one of the Board of Directors.

**Article XI. AMENDMENTS**

These Bylaws may be amended or revised, upon the recommendation of the Executive Board by a two-thirds majority vote of the members present at the regular Guild meeting, provided notice of the proposed change has been made at the previous meeting, ~~delete: "in the newsletter"~~ or via email or on the Guild's website.

**Article XII. DISPOSITION OF FUNDS**

In the event of the dissolution or disbanding of the Tri-County Quilt Guild, any and all funds remaining in the Treasury of the Tri-County Quilt Guild will be turned over to a 501(c)(3) charitable organization. A recipient organization will be recommended by the Tri-County Quilt Guild's Executive Board and determined by a majority vote of the members present at a regular Guild meeting. Any funds not disposed of in the manner described shall be disposed of by a Court of Competent Jurisdiction, in the county in which the principal office of the Tri-County Quilt Guild was most recently located, to organizations determined by the court.

\_\_\_\_\_  
Rebecca Burkett, President  
Tri-County Quilt Guild

\_\_\_\_\_  
Date

ADOPTED September 5, 2005  
Revised October 4, 2005  
Revised July 2007  
Revised November 2008  
Revised December 1, 2009  
Revised September 7, 2010  
Revised June 7, 2011  
Revised June 4, 2012  
Revised July 2, 2013  
Revised May 22, 2014  
Revised July 14, 2015  
Reviewed May 10, 2016  
Reviewed October 11, 2021  
**Proposed Revision September 2023**