

Metropolitan Patchwork Society

Operational Guidelines

General

Children will not be allowed at meetings.

We commend individuals and small groups who do charity quilts. This will not be a focus of the Society.

Refreshments will not routinely be served at meetings.

Communications and Connections

The membership/ mailing list will not be given away or sold to any individual or organization.

The newsletter front page may be on the website.

Governing Board

There will be a limit of five consecutive years in a leadership role with a two-year span between the next position.

The Board will complete an equipment inventory at the August board meeting.

Meetings

Guests will be welcome for up to two meetings without paying a Membership Fee.

Speakers will be allowed to sell merchandise after their program.

Outside speakers and/or groups will not be allowed to sell books or other products during meetings, except as provided by the board.

At the beginning of each fiscal year, the Chair will designate two members of the leadership team to hold the keys to the meeting venue. The two members will maintain safe keeping of the keys and the entry code as well as being available to open the door for the meetings and special events.

Quilt Show

If MPS creates a raffle quilt, it will coordinate with our quilt show.

Funds to support the Quilt Show will come from VAMPF.

Retreats

Retreats are self-supporting. Costs are covered by the members attending.

Full refunds will be given for retreats if requested prior to the deadline to sign up.

We will follow the contract details of the facility management for in person retreats.

VAMPF (Vicky Arnold Memorial Program Fund)

The Vicky Arnold Memorial Program Fund (VAMPF) was originally established in September, 2003, in memory of charter member, Vicky Arnold. The fund is managed as an ongoing Standing Committee.

The monies raised enable MPS to enhance its programs by bringing regionally and nationally recognized speakers to present at MPS general meetings and/or MPS sponsored workshops.

Guidelines for this fund are as follows:

- A VAMPF Chair will be appointed annually by the Guild Chair;
- Sources of revenue for the fund may include:
 - Monthly Drawings;
 - Annual Silent Auction;
 - Book Sale;
 - Other activities as determined by the VAMPF Chair
- Vicky Arnold Memorial Program Fund money shall be accounted for in a separate banking account(s).
- Funds earned in VAMPF will be distributed to programs and quilt shows as determined by the Board.
- Funds earned in VAMPF may be used as a deposit to book a workshop but will be repaid as members register for the event. Workshops will be self-supporting.

Workshops

Workshops are self-supporting. Costs are covered by the members attending.

Full refunds will be given for workshops if requested prior to the deadline to sign up.