



2021 Annual Report

Longmont Quilt Guild, Longmont, Colorado

*Approved by the LQG Board Via Email Vote on
December 30, 2021*

In 2021, the Longmont Quilt Guild (LQG) continued to fulfill its educational and charitable mission, as defined in the Guild's official Bylaws.

Unfortunately, the COVID-19 pandemic continued to affect Guild activities. The Officers and Board members worked hard to enhance member involvement, while respecting their personal comfort zones. Building on the 2020 introduction of Zoom, Guild meetings continued to be conducted on-line until July when a "hybrid" meeting was introduced, allowing members to participate either in person or via Zoom.

All Board of Director meetings continued to be held via Zoom. A Board Planning Meeting was held on January 9 to establish the goals and direction for 2021. A list of the 2021 LQG Officers, Committee Chairs, and Committee Members is shown in **Appendix A**. LQG activities during 2021 are summarized in the following sections.

LQG Officers

President

It's been a challenging but gratifying year leading this great organization. Highlights include:

- Organized and ran the monthly Executive Committee, Board and Guild meetings, setting agendas based on input from Board members. Sent out Mail Chimp blast messages to members, advising them of monthly meetings, important Guild information, Caring Heart messages (30 messages), and Sew and Be Social meetings.
- Reorganized monthly Guild meetings to a new format: Sew & Tell; Block of the Month; Program; and Business Meeting.
- Continued the Sew and Be Social Saturday Zoom calls. Organized a team to share the hosting responsibility on a rotating basis, enabling a safe social connection among Guild members.
- Organized a COVID-safe outdoor "Meet and Greet" event in August, bringing members together to socialize, shop the "Free Table," pick up/drop off Outreach quilts, and eat homemade muffins. The event was well attended and members had a good time.
- Maintained the Master Schedule for the Guild's two Zoom accounts, setting up the monthly Guild, Board and Bee meetings, as well as meetings for specific member groups as requested.
- Chaired a cross-functional team that revamped the Guild's advertising/sponsorship program.
- Worked with the Vice President to create the Second Annual Secret Sew Sister Exchange.
- Rented a second storage locker exclusively to store the Guild's growing Outreach fabric stash. Purchased new shelves to store the fabric. Negotiated a contract extension to lock in the rental cost by pre-paying for the next two years, saving the Guild significant money.

Vice President

- Celebrated the Guild's 15th Birthday by encouraging members to make, bake or buy a cupcake. They were asked to hold up their cupcakes during the February Zoom meeting for a screen shot photo, which was posted on the Guild's website and in the Members-Only Facebook page.
- The annual May Spring Tea Party was conducted via Zoom. The meeting included a presentation by Jeananne Wright, quilt appraiser, historian and lecturer. Her program featured antique quilts from her private collection, entitled "April Showers Bring May Flowers." Prior to the meeting a mailing was sent to all Guild members which included an invitation to the Spring Tea Party and a small fabric pouch that contained a tea bag.
- Worked with the President to create the Second Annual Secret Sew Sister Exchange. Twenty-five members participated.
- The Guild's Holiday Party was presented both on Zoom and in person. Members played Quilters' Bingo, winning several quilt-related prizes; grand prize was a free 2022 membership.
- Outgoing President, Debra Stebbins, was presented with a Quilt as a thank you gift during the December meeting. The quilt featured blocks made by Guild members.

Secretary

- Minutes were recorded for each Board meeting, monthly Guild meeting, and Executive Committee meeting.
- Draft minutes were circulated to all Board members for review and feedback. Once approved, the Board meeting minutes were forwarded to the LQG Webmaster for posting on the Guild's website. Members were referred to the website when records were requested.
- Members approved amendments to the Guild's Bylaws for the first time in six years.
 - A Subcommittee was formed in February, consisting of former Board members who were familiar with Guild operations. Executive Committee, Board and Member input were all invited, via email, Zoom calls and personal interactions. After a lengthy review and many changes, the Bylaws were approved on August 10. The revisions reflect changes to the State of Colorado's Non-Profit Organization and Raffle regulations; they also addressed organizational changes that have occurred or were needed as the Guild evolves.
- The 2021 Annual Report was prepared.
- Assisted Treasurer in revising 2019 and 2020 financial records, in preparation for the Financial Review.
- Secretarial records were maintained for historical purposes, and were passed on to the succeeding Secretary.

Treasurer

- Maintained the Guild's financial records in Quick Books.
 - Produced monthly financial reports that included the Budget vs Actual Profit and Loss Statement and the Balance Sheet.
 - Processed membership, retreat, and class registration payments.
 - Paid Guild expenses, including reimbursements to Guild members, payments for the P.O. Box, and two years' prepaid storage unit rental.
 - Created a profit and loss statement for both the Ways and Means Auction and the Quilt Show.

- Reconciled each month's bank statement and sent the reconciliation along with the bank statement to the Guild President for review, as required by the Bylaws.
- Set up a report in Quick Books to allow for easy filing of the detailed financial portion of the Charitable Organization Renewal.
- See **Appendix B** for the Guild's End-of-Year Financial Report.
- Worked with insurance agent to issue new Directors and Officers policy.
- Completed and filed required forms/reports, including: 1099-NEC forms; Colorado Secretary of State Periodic report for 2021; quarterly Longmont Sales Tax returns; the 2020 IRS 990-N; quarterly Raffle License reports; and the Charitable Organization Renewal.
- Per State of Colorado recommendation, became responsible for the Guild's Raffle bank account.
- Moved the Guild's General Fund, Savings and Raffle bank accounts from BBVA to US Bank to avoid bank maintenance fees.
- Created a preliminary 2022 Guild Budget and worked with the Board to finalize it (see **Appendix C** for the 2022 Budget that was approved by the Guild membership on November 9, 2021).
- Worked with the Recording Secretary to revise the financial reports for 2019 and 2020.

LQG Committees

Bees

- The Guild began 2021 with six small-group sewing Bees: Bee Artful, Bee Edgy (Applique), Bee Modern, Bee Sew Brave (Military Outreach), EmbroiderBee, and Fancy Feathers Bee (Singer Featherweight machines).
- Bee Finished was reinstated in September, with new Beekeepers.
- Bee groups met via Zoom until May. After that, each group individually decided to either meet in person, via Zoom, or a hybrid of both Zoom and in-person.
- The Board continued to fund each Bee with \$150 toward their group's activities.
- Bee Edgy and the EmbroiderBee temporarily merged in June, and continued through the end of the year. It is anticipated they will go back to separate groups early in 2022.
- Four Bees (Bee Artful, Bee Edgy, Bee Modern and EmbroiderBee) created group quilts to support the Ways and Means Challenge Auction. The quilts were featured during the Guild's Quilt Show.
- The Guild continues to promote the Bee groups to newcomers by including information about them in the newsletters, on the website, and during New Member Orientations.

Block of the Month

The Committee created a "Modern Amish" quilt, with a new block pattern given out each month. Instructions were also provided to enable members to combine all of the blocks into a sampler quilt. Each month the names of the people who returned blocks were put into a random drawing to win those blocks. Member participation was very limited.

Corresponding Secretary

- Birthday cards were sent to 205 members. Two were returned and unable to deliver.
- Thank you notes and other correspondence were sent, as requested by Board members.

Historian

- Attended Guild activities during 2021 to create a pictorial history of the year. Created a slide presentation that can be used during Guild programs and meetings.
- Created a tri-board informational presentation for the Outreach Committee to display at the 2021 LQG Quilt Show and at future venues.
- Maintained the Guild's "List of Lists," both electronically and a hard copy.
- Contacted the previous Historian for files and the Guild's camera. The camera was not found.

Library

The library was largely inactive this year due to COVID restrictions for in-person meetings. The Library participated in the August "Meet and Greet" event. Four books were checked out, and four were returned. The library was active for two other meetings and a total of 2 books were checked out. An inventory will be conducted in December, and books older than 10 years which have not been checked out will be retired to the "Free Table."

Membership

- As of the end of November 2021, The Guild had 231 members, two of whom are Junior members. Following is a historic tabulation of the Guild's membership since its inception.

Longmont Quilt Guild Membership 2006-2021

2006	2007	2008	2009	2010	2011	2012	2013
196	185	193	199	216	194	195	207

2014	2015	2016	2017	2018	2019	2020	2021
212	222	260	304	304	273	209	231

- Many member registrations were done via mail this year. Membership Cards, a bookmark listing 2021 Guild programs and workshops, and a "Welcome to the Guild" message were mailed to most members. The printed roster was also mailed to members who requested it.
- 101 printed rosters were requested from members. 110 were printed from PostNet.
- The 2022 Membership Registration Form was revised to include additional volunteer activities, junior member sponsor, printed roster and replacement badge requests, and a donation line.
- On-line member registration and payment was added to the Guild's website.
- 1,000 Membership Cards were ordered from PostNet to cover the next 4 years.
- The Guild welcomed 30 new members this year. New Member Orientations were not offered because most meetings were done remotely via Zoom.

Newsletter

- The Longmont Quilt Guild continued to produce a bi-monthly newsletter featuring monthly guest speakers, Guild-sponsored workshops, Guild activities, and other various quilt-related articles. Due to the pandemic and not being able to meet in person, the Guild produced an electronic-only version of the newsletter through June 2021. From July forward, the Guild printed limited quantities of the newsletter as the Guild began to have hybrid monthly meetings. The newsletter was published on-line on the Guild's website for the entire year.
- The Guild created a new "Quilting Buddies" sponsorship program whereby advertisers could support the Guild through a variety of sponsorship packages. This combined, one-contact advertising option included newsletter, roster, Quilt Show, Ways and Means Challenge and a website link. Several LQG Board members contributed to the development of the sponsorship program. Due to the collective nature of this approach, the advertising program was transferred to the Publicity Chairperson
- Advertising and sponsorships increased, with several consistent advertisers and an assortment of individual-issue advertisers. The following businesses supported the Guild in 2021:
 - Hojo Custom Embroidery Designs
 - Lyons Quilting
 - In Stitches
 - The Presser Foot
 - Embliss Embroidery & Promotions
 - Mary Kay Cosmetics – Tracey Aden
 - Maggie's Sewing
 - WK Real Estate - Sheila Boettcher
 - Meadow Lane Stitching
 - State Farm Insurance – Jeannie Hulse
 - A Quilter's Corner
 - Quilter's Dream
 - On Pins & Needles
 - Haystack Mountain Creamery
 - Stitches Quilting and Sewing
 - Lorilynn King Professional Machine Quilting
 - Cotton Sandwich Quilt Shop

Nominating Committee

- Requests were made for Officer nominees during Guild and Bee meetings, social gatherings and by personal invitation from the Nominating Committee members.
- The election was held during the November 2021, Guild meeting. 2022 Officers elected were: President – Carla Javornik; Vice-President – Kathy Welch; Secretary – Lynn Schultz; Treasurer – Wenda Lewis.

Outreach

- A new Outreach Committee organization was authorized by the 2020 Board and implemented in 2021. The Outreach Chair coordinated all of the Guild's Outreach activities, and voted the position on the Board. Subcommittees included Community Outreach, Military Outreach, Quilts for Kids and Comfort Quilts. Each Subcommittee had a separate Chair, in charge of their specific function and their own budget. A new position for Pink Quilts will be added in 2022.
- Outreach Sew Days were held on January 12 (virtual), and August 10 and November 11 at the Moose Lodge. Due to difficulty in planning a Sew Day so early in the year, the Committee requested the first Sew Day in 2022 be moved to February.

- The Guild's Outreach stash was moved to a new storage locker, with each Subcommittee having their own section. Donations were plentiful during the year, resulting in a decision to temporarily halt accepting more fabric until the end of the year.
- Because of COVID restrictions special bins were placed on three member's porches to allow Guild members to pick up and return Outreach kits without personal contact. Their usefulness is being re-evaluated for 2022.
- All Subcommittees are creating job records that define donation locations, including names of contacts, addresses and phone numbers. This will ease future transitions.
- The Guild purchased an Accuquilt Go for cutting Outreach projects, making it easier for all Subcommittees to cut kits. For security purposes, it is stored at the Outreach Chair's home.

Community Outreach:

- COVID-19 affected the Guild's Outreach Program again in 2021, but members still created many beautiful quilts. A total of 166 quilts and 26 other items were donated to recipients in 2021.
 - 12 Pink Quilts, to breast cancer survivors, who were nominated by Guild members
 - 11 new, 2 repaired, and 2 head scarfs to the Rocky Mountain Cancer Treatment Center
 - 41 quilts, 17 pillowcases and 7 potholders to the St. Vrain Women's Safe Shelter
 - 50 to the Inn Between
 - 34 to the Victim's Advocate at the Longmont Police & Fire Department
 - 6 to Accent Care Hospice
 - 12 to Longs Peak Palliative Care/ Hospice
- Quilt Kits were made and distributed by the Outreach Committee. In addition, Guild members donated quilts made from their own fabric and patterns. Many Kits from this and previous years remain in various stages of completion.
- A conscious effort was made to expand the Outreach pattern library. The patterns were posted on Guild's website.
- Pink Quilts were a success. The pattern and fabric kits were prepared by Donna Mae Norris; Jenn Lowy created the labels. Longarmers quilted the Pink Quilts and many of the Outreach Quilts.

Military Outreach (Bee Sew Brave)

- Bee Sew Brave (BSB) members presented 15 quilts this year.

Moose Valued Veterans Program - 3	Veteran sisters -2
Faith Community Church Dinner -5	November Guild meeting - 1
Moose veterans, husband and wife -2	BSB member to Veteran friends - 3
- In addition to the Guild's Sew Days, BSB hosted two Bee-specific Sew Days in 2021.
- The Bee focused on creating an inventory of quilts to be used as housewarming gifts for residents moving into twenty-six Tiny Houses being built by the Veterans Community Project (VCP). Occupation is anticipated in early 2022. Quilt donations have also been made for VCP's use through their Outreach Center.
- Bee members currently have forty-eight quilts in various stages of completion.

Quilts for Kids:

- Moved the Quilts for Kids fabric into the storage unit with the other Outreach groups.
- The Subcommittee received fabric donations from individuals as well as from the general Outreach stash. Multiple donations and fabric sorting days have left us flush with fabric.
- Activities were severely curtailed due to the pandemic, but the Guild's Sew Days helped generate inventory.
- Overall, forty-nine quilts and four soft books were distributed this year:
 - Debra Hartman's Grandson - 1
 - Veterans Community Project – 1
 - Jan Timmons – 1
 - Community Outreach – 6
 - Quilts For Kids State Representative -- 40 quilts and 4 soft books

Comfort Quilts:

The Committee created and presented three Comfort Quilts this year:

- Jane King following the death of her husband
- Donna Mae Norris - a "Pink" Caring Heart Quilt as a Breast Cancer Survivor
- Sherry Rasmussen after the sudden death of her son

Programs and Workshops

- The Guild hosted five speakers in 2021. Four were via Zoom, and one was in-person. The speakers were:
 - February – Kim Lacy and Dana Lacy Chapman, "Twisted Sisterhood" (Zoom)
 - March – Karen Gibbs, "Batiks from Indonesia" (Zoom)
 - April – Karla Alexander, "Lift the Quilts Out of Your Stash" (Zoom)
 - June – Barbara Blanton, "On the Road to the Academy of Applique" (Zoom)
 - July – Alice Ridge, "Quilting from the Hardware Store" (in-person)
- Four workshops were held. The participants in the Zoom workshops enjoyed them, as it was often easier to see the techniques that were being taught.
 - February – Dana Lacy Chapman, "Seminole Quilting" (Zoom) (6 participants)
 - April – Karla Alexander, "Circle Play" (Zoom) (17 Participants)
 - July – Alice Ridge, "Celtic Knotwork" (in-person) (7 participants)
 - August – Barbara Blanton, "Applique Academy" (in-person) (28 participants)
- The September Schoolhouse meeting was presented via Zoom. Three of the four presenters preferred doing it via Zoom.
 - Wenda Lewis, "Borders"
 - Becky Ivanova, "English Pape Piecing"
 - Colette Morton, "Paper Piecing"
 - Theresa Murray, "Jelly Roll Rugs"

Publicity

General

- Promoted the Guild's 2021 meetings, programs and workshops, using various media. Created bookmarks listing the Guild's monthly activities, and distributed them to various quilt shops and Guild members. Sent monthly meeting and event details to Gardner's Delight and KGUD Radio.
- Assumed responsibility for the Guild's new "Quilting Buddies" sponsorship program. Visited shops, and contacted previous and potential Guild advertisers. Efforts were very successful, as advertisers were happy to only be asked once about all Guild advertising options (see "Newsletter" Section of this report for more details).
- Contacted advertisers bimonthly to assess if any ad changes were required.

Quilt Show Publicity

- Placed an ad, article and picture in the Country Register, and ads in several newspapers.
- Provided advertising flyers to stores that would accept them.
- Put up banners and signs at the Boulder County Fairgrounds, advertising the Quilt Show.

Quilt Show

- The Quilt Show Committee held its first meeting in April. Positions we assigned for Entry Coordinator, Publicity, Ribbon Makers and Volunteer Coordinator. It was decided to give every exhibitor a pin for entering their quilt in the Show. Education Boards were added to the Show layout. Committee meetings were held monthly through October.
- A Quilt Show/Ways and Means newsletter supplement was published in June, highlighting many details about the Quilt Show, categories, timeline, etc.
- A postcard was created to promote the Quilt Show and the Ways and Means Auction. Members were asked to mail postcards to their friends and family.
- On-line entries opened in July and closed on September 15. A total of 129 entries were submitted, being split among eighteen categories.
- Despite COVID fears, the in-person Show was set up on October 14th and held October 15-16. Approximately 450 people attended – 375 paid for entry; volunteers were not charged.
- Viewer's Choice winners were announced at the November Guild meeting, and ribbons were awarded. Winning quilts were highlighted in a slide show, and are posted on the Guild's website.

Raffle Quilt

Games Manager

- The Guild did not have a Raffle Quilt in 2021, but the 2022 Raffle Quilt was produced. It will be presented to Guild members in March 2022.
- Renewed the State of Colorado Raffle license for 2021
- Games Manager certificates were obtained by Teresa Creech and Cheryl O'Bannon.
- Financial responsibility for the Raffle bank account and checkbook were turned over to the Guild Treasurer. All financial documents were transferred to her.
- Two options are being planned for 2022: Life as "normal;" or COVID-safe.

Quilt Production

During 2021, the Raffle Quilt Committee constructed the 2022 Raffle Quilt. The top was finished and sent to Susan Sears for quilting. The Quilt will be revealed to Guild members in March 2022.

Retreats

- A new process for online registration began with the Spring Mountain Retreat. Due to COVID concerns, only six members registered, so the Retreat was cancelled. The Guild's contract and deposit with Highlands Retreat Center were rolled over to May 2022, with no penalty.
- Registration for the July 16-18 In-Town Retreat at the Presser Foot started in May. Maximum attendees were set at 24 and the Retreat filled to capacity. Safety precautions were a priority.
- Registration for the Fall Mountain Retreat resulted in only nine participants, so it was also cancelled. Highlands rolled over our contract once again, with no penalty. September 19-22, 2022 (weekdays) was selected, hoping that a mid-week rather than a weekend retreat may have more appeal.
- Registration for the November 12-14 In-Town Retreat at the Moose Lodge started in September and resulted in 45 participants on Friday and Saturday and 39 members on Sunday. A new, socially-distanced table arrangement was implemented.

Sew and Tell

Because of COVID, Sew & Tell moved to virtual in 2021. Members uploaded their pictures and descriptions via an electronic form on the Guild's website. A monthly PowerPoint presentation was created, which was shown at the beginning of each Guild meeting, and posted in the Members-Only section of the website for one month. In addition to member's submissions, the slide show included pictures of quilts made for Outreach and for the Ways and Means Auction.

Here are the number of quilts/projects included in each month's presentation:

Month	# Quilts/Projects	Month	# Quilts/Projects
January	5	July	26
February	49	August	8
March	24	September	N/A No Presentation
April	18	October	19
May	12	November	27
June	13	December	36

Social Media

- Posted information throughout the year about our major events.
- Responded to messages about membership, the quilt show, etc.
- Worked with Ways and Means and the Quilt show to promote their events.
- Interacted with user posts.

Ways and Means

- This year's Ways and Means fundraising efforts continued to be via an On-line Auction using the Auctria software platform, "The Layer Cake Challenge" was originally focused on creating items from fabric Layer Cakes, but any items were accepted for the Auction. In total, 73 items were auctioned, ranging from bags to large quilts.
- Ten fabric Layer Cakes were purchased for Guild members to use to create quilts.
- Two Sew Days were hosted to work on the Challenge Quilts.
- Below is a summary of the Auction. It was a very successful fundraising event. The Auction goal was \$5,000; after expenses of \$756.89, the net auction revenue was \$8,386.61.

Revenue	2021	Auction Items	2021	
Guild Members	\$3,827.50	Total Registered Bidders	85	
Non-Guild	\$4,761.00	Total Winners	44	
Total Bid Revenue	\$8,588.50	Guild Members	21	
% Guild Members	44.57%	Non-Guild	23	
% Non-Guild	55.43%	% By Bidder -Guild Member total	47.73%	
Donation Revenue	\$30.00	% By Bidder - Non-Guild	52.27%	
Sponsorships Revenue	\$445.00	% By Item – Guild Member	41.10%	
Shipping Fee Revenue	\$80.00	% By Item – Non-Guild	58.90%	

- In addition to the auction, \$100 was raised from selling LQG mugs that were purchased in a previous year. In total, in 2021 Ways and Means achieved 190% of the \$4,450 Budget.

Website

- Supported Board and Committee members by posting informational content on the Guild's website.
- Monthly duties included keeping the Home Page updated with future Program information; posting Blocks of the Month instruction files and photos; Retreat information, bi-monthly newsletters, etc.
- Continued to update the Members-Only section of the website by posting updated rosters, Board meeting minutes, meeting recordings, Sew & Tell slide shows, etc.
- Upgraded the form plugin, giving the Guild more flexibility over form creation and data retention.
- Created electronic forms to enable members to upload Sew & Tell entries; register for Retreats and Workshops; apply for membership, etc.
- Worked with the Treasurer to get WooCommerce installed, giving the Guild the ability to take payments online.
- Worked with Ways and Means and Quilt Show Chairs on their respective sections of the website, as well as the Auction website.

Appendix A

2021 LQG Officers and Committees

**Represents One Board Vote, per the Guild's Bylaws*

Officers	
*President	Debra Stebbins
*Vice President	Debbie Hartman
*Treasurer	Wenda Lewis
*Secretary	Von Yetzer
Past President	Sheila Boettcher

Committees	
Bees	Paula Ball
Block-of-the-Month	Ruth Renfro, Karen Peterson
Corresponding Secretary	Sharon Kaiser
Historian	Kaye Burch
Library	Terri Tillmann
*Membership	Sandi Harmon
*Newsletter	Carla Javornik
Nominating Committee	Gail Fossman, Dana Thompson, Kathy Welch
*Outreach	Chair: Nancy Clair Community Outreach: Joann Villamarin Military Outreach: Paula Ball Quilts For Kids: Dawn Hunter, Jan Timmons Comfort Quilts: Diane Arnett
*Programs & Workshops	Jan Timmons
*Publicity	Caroline Heinbuch
*Quilt Show	Chair: Alison Doberstein Committee: Monique Plamondon, Kathy Welch
*Raffle	Chair: Teresa Creech Games Managers: Teresa Creech, Cheryl O'Bannon
Raffle Quilt Construction	Chair: Debra Stebbins Committee: Nancy Clair, Dancy Doyon Cathie Duncan, Janice Johner, Wenda Lewis, Collette Morton, Cheryl O'Bannon, Becky Schwendeman, Mary Wallin
*Retreats	Chair: Kathy Jamieson Committee: Kaye Burch, Dorothy Cohen, Virginia Corriea, Rita Diewold, Terry Hellmer, Annette Steere
Sew & Tell	Monique Plamondon
Social Media	Kaitlyn Payne
*Ways and Means	Chair: Sheila Boettcher Committee: Paula Ball, Cathie Duncan, Sharon Kaiser, Joann Villamarin
*Website	Kaitlyn Payne

Longmont Quilt Guild Account – End-of-2021 Financial Reports

9:07 AM

12/30/21

Accrual Basis

Longmont Quilt Guild**Balance Sheet**

As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
US Bank Checking	19,743.42
Raffle Account	1,238.88
Cash	120.00
Reserve Account	15,513.38
Total Checking/Savings	36,615.68
Other Current Assets	
Prepaid Expenses	9,937.36
Raffle Prize	402.27
Total Other Current Assets	10,339.63
Total Current Assets	46,955.31
TOTAL ASSETS	46,955.31
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Membership Revenue	3,679.59
Total Other Current Liabilities	3,679.59
Total Current Liabilities	3,679.59
Total Liabilities	3,679.59
Equity	
Opening Balance Equity	30,780.41
Unrestricted Net Assets	13,794.82
Net Income	-1,299.51
Total Equity	43,275.72
TOTAL LIABILITIES & EQUITY	46,955.31

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12/30/21

Accrual Basis

Longmont Quilt Guild
Profit & Loss Actual vs. Budget
 January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Advertising income				
Advertising Newsletter	1,504.00	346.00	1,158.00	434.7%
Advertising Roster	136.00	200.00	-64.00	68.0%
Total Advertising income	1,640.00	546.00	1,094.00	300.4%
Donations				
Cash Back Programs	0.00	250.00	-250.00	0.0%
Cash Donations	196.79	250.00	-53.21	78.7%
Total Donations	196.79	500.00	-303.21	39.4%
Interest income	1.97			
Membership Income				
Badge Fees	36.00	0.00	36.00	100.0%
Guest Fees	0.00	50.00	-50.00	0.0%
Membership Dues	6,780.00	6,000.00	780.00	113.0%
Total Membership Income	6,816.00	6,050.00	766.00	112.7%
Program Income				
Class Fees	2,480.00	3,275.00	-795.00	75.7%
Total Program Income	2,480.00	3,275.00	-795.00	75.7%
Quilt Show Income				
Quilt Show Entrance Fees	1,840.00	2,125.00	-285.00	86.6%
Quilt Show Sponsorship	445.00			
Total Quilt Show Income	2,285.00	2,125.00	160.00	107.5%
Raffle Income	0.00	2,500.00	-2,500.00	0.0%
Retreat Fees				
Retreat Fees, In-Town	2,400.00	2,850.00	-450.00	84.2%
Retreat Fees, Mountain	0.00	10,334.00	-10,334.00	0.0%
Total Retreat Fees	2,400.00	13,184.00	-10,784.00	18.2%
Ways and Means				
Fundraising Events	8,618.50	4,450.00	4,168.50	193.7%
Shipping Fees	80.00			
Miscellaneous Sales	100.00			
Sponsorships	445.00			
Total Ways and Means	9,243.50	4,450.00	4,793.50	207.7%
Total Income	25,063.26	32,630.00	-7,566.74	76.8%
Gross Profit	25,063.26	32,630.00	-7,566.74	76.8%
Expense				
Correspondence				
Cards & Supplies	90.89	175.00	-84.11	51.9%
Postage	155.80	125.00	30.80	124.6%
Total Correspondence	246.69	300.00	-53.31	82.2%
Facilities				
Audio/Visual	300.00	600.00	-300.00	50.0%
Building Use - Churches	1,280.00	1,480.00	-200.00	86.5%
Total Facilities	1,580.00	2,080.00	-500.00	76.0%
Financial/Non-Profit Expenses				
Credit Card Charges	0.85	50.00	-49.15	1.7%
State and Federal Fees	80.00	40.00	40.00	200.0%
Total Financial/Non-Profit Expen...	80.85	90.00	-9.15	89.8%

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12/30/21

Accrual Basis

Longmont Quilt Guild
Profit & Loss Actual vs. Budget
 January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Guild Memberships				
CQC Membership	0.00	30.00	-30.00	0.0%
QOV Membership	0.00	30.00	-30.00	0.0%
Rocky Mountain Quilt Museum	0.00	150.00	-150.00	0.0%
Total Guild Memberships	0.00	210.00	-210.00	0.0%
Management and Admin Costs				
Equipment Purchases	1,447.54	1,959.00	-511.46	73.9%
Historian	0.00	20.00	-20.00	0.0%
Hospitality Supplies	406.94	400.00	6.94	101.7%
Insurance	1,039.00	1,250.00	-211.00	83.1%
Library	9.76	50.00	-40.24	19.5%
Office Supplies	109.29	60.00	49.29	182.2%
PO Box Rental	0.00	95.00	-95.00	0.0%
Postage	230.00	250.00	-20.00	92.0%
Quilting Bees	225.00	1,350.00	-1,125.00	16.7%
Replenishment, Repair of Equi...	184.68	200.00	-15.32	92.3%
Scholarships	40.00	250.00	-210.00	16.0%
Sponsored Prize Money	0.00	75.00	-75.00	0.0%
Storage Unit Rental	3,214.00	3,214.00	0.00	100.0%
Website Form Plugin	39.50			
Total Management and Admin Co...	6,945.71	9,173.00	-2,227.29	75.7%
Management Reserve	731.69	601.00	130.69	121.7%
Membership Expense				
Badge costs	0.00	80.00	-80.00	0.0%
Membership Packets	0.00	125.00	-125.00	0.0%
Total Membership Expense	0.00	205.00	-205.00	0.0%
Online Presence				
Online Access	588.50	800.00	-211.50	73.6%
Web Support	264.00	264.00	0.00	100.0%
Total Online Presence	852.50	1,064.00	-211.50	80.1%
Outreach				
Comfort Quilts	21.45	100.00	-78.55	21.5%
Community Outreach	1,680.02	1,750.00	-69.98	96.0%
Military Outreach	915.16	900.00	15.16	101.7%
Pink Quilts	291.53	300.00	-8.47	97.2%
Quilts for Kids	180.89	200.00	-19.11	90.4%
Total Outreach	3,089.05	3,250.00	-160.95	95.0%
President's Quilt				
Materials	120.58	150.00	-29.42	80.4%
Quilting	282.72	300.00	-17.28	94.2%
Total President's Quilt	403.30	450.00	-46.70	89.6%
Printing Costs				
Newsletter	400.70	640.00	-239.30	62.6%
Roster	81.57	175.00	-93.43	46.6%
Total Printing Costs	482.27	815.00	-332.73	59.2%
Programs				
Facility Rental	100.00	500.00	-400.00	20.0%
Honorariums or Lecture fees	4,600.00	5,650.00	-1,050.00	81.4%
Programs Miscellaneous	0.00	200.00	-200.00	0.0%
Speaker Reimbursement	1,441.10	2,096.00	-654.90	68.8%
Total Programs	6,141.10	8,446.00	-2,304.90	72.7%
Publicity	276.03	400.00	-123.97	69.0%

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12/30/21

Accrual Basis

Longmont Quilt Guild
Profit & Loss Actual vs. Budget
 January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Quilt Show Expenses				
Awards	422.28	200.00	222.28	211.1%
Building Rental	318.75	425.00	-106.25	75.0%
Database	169.00	175.00	-6.00	96.6%
Office Supplies, Copies	332.99	228.00	104.99	146.0%
Advertising	522.33	400.00	122.33	130.6%
Table and chair rental	125.00	50.00	75.00	250.0%
Miscellaneous Expense	30.73			
Total Quilt Show Expenses	1,921.08	1,478.00	443.08	130.0%
Raffle Expense	130.80			
Reconciliation Discrepancies	20.00			
Retreat Expenses				
In-town Facilities	1,600.00	2,000.00	-400.00	80.0%
Miscellaneous	104.81	200.00	-95.19	52.4%
Mountain Expenses	1,000.00	7,676.00	-6,676.00	13.0%
Retreat Expenses - Other	0.00			
Total Retreat Expenses	2,704.81	9,876.00	-7,171.19	27.4%
Ways and Means Expenses				
Fundraising Events	368.58	500.00	-131.42	73.7%
Shipping Costs	77.80			
Fees	310.51	250.00	60.51	124.2%
Total Ways and Means Expenses	756.89	750.00	6.89	100.9%
Total Expense	26,362.77	39,188.00	-12,825.23	67.3%
Net Ordinary Income	-1,299.51	-6,558.00	5,258.49	19.8%
Other Income/Expense				
Other Expense				
Unclassified Expense	0.00			
Total Other Expense	0.00			
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	-1,299.51	-6,558.00	5,258.49	19.8%

2022 LQG BUDGET, AS APPROVED BY GUILD MEMBERSHIP ON 11/9/2021

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11/04/21

Accrual Basis

**Longmont Quilt Guild
Profit & Loss Budget Overview
January through December 2022**

	Jan - Dec 22
Ordinary Income/Expense	
Income	
Advertising income	
Advertising Newsletter	1,292.00
Advertising Roster	100.00
Total Advertising income	1,392.00
Donations	
Cash Donations	200.00
Total Donations	200.00
Membership Income	
Badge Fees	15.00
Guest Fees	50.00
Membership Dues	6,600.00
Total Membership Income	6,665.00
Program Income	
Class Fees	3,275.00
Total Program Income	3,275.00
Quilt Show Income	
Quilt Show Entrance Fees	2,125.00
Quilt Show Sponsorship	300.00
Total Quilt Show Income	2,425.00
Raffle Income	3,000.00
Retreat Fees	
Retreat Fees, In-Town	2,850.00
Retreat Fees, Mountain	10,000.00
Total Retreat Fees	12,850.00
Ways and Means	
Fundraising Events	5,000.00
Sponsorships	300.00
Total Ways and Means	5,300.00
Total Income	35,107.00
Gross Profit	35,107.00
Expense	
Correspondence	
Cards & Supplies	175.00
Postage	150.00
Total Correspondence	325.00
Facilities	
Audio/Visual	600.00
Building Use - Churches	1,480.00
Total Facilities	2,080.00
Financial/Non-Profit Expenses	
Credit Card Charges	200.00
State and Federal Fees	80.00
Total Financial/Non-Profit Expen...	280.00

Longmont Quilt Guild **Profit & Loss Budget Overview** January through December 2022

	Jan - Dec 22
Guild Memberships	
CQC Membership	30.00
QOV Membership	30.00
Rocky Mountain Quilt Museum	150.00
Total Guild Memberships	210.00
Management and Admin Costs	
Equipment Purchases	1,000.00
Historian	20.00
Hospitality Supplies	500.00
Insurance	1,050.00
Library	200.00
Office Supplies	100.00
PO Box Rental	134.00
Postage	250.00
Quilting Bees	1,050.00
Replenishment, Repair of Equi...	250.00
Scholarships	250.00
Storage Unit Rental	3,720.00
Website Form Plugin	80.00
Total Management and Admin Co...	8,604.00
Management Reserve	500.00
Membership Expense	
Badge costs	30.00
Membership Packets	125.00
Total Membership Expense	155.00
Online Presence	
Online Access	500.00
Web Support	264.00
Total Online Presence	764.00
Outreach	
Comfort Quilts	100.00
Community Outreach	1,000.00
Military Outreach	900.00
Pink Quilts	300.00
Quilts for Kids	350.00
Total Outreach	2,650.00
President's Quilt	
Materials	150.00
Quilting	300.00
Total President's Quilt	450.00
Printing Costs	
Newsletter	1,300.00
Other Printing	60.00
Roster	125.00
Total Printing Costs	1,485.00
Programs	
Facility Rental	500.00
Honorariums or Lecture fees	4,400.00
Programs Miscellaneous	200.00
Speaker Reimbursement	2,715.00
Total Programs	7,815.00
Publicity	400.00

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11/04/21

Accrual Basis

Longmont Quilt Guild **Profit & Loss Budget Overview** January through December 2022

	Jan - Dec 22
Quilt Show Expenses	
Awards	250.00
Building Rental	325.00
Office Supplies, Copies	100.00
Advertising	400.00
Table and chair rental	150.00
Miscellaneous Expense	300.00
Total Quilt Show Expenses	1,525.00
Raffle Expense	1,250.00
Retreat Expenses	
In-town Facilities	1,600.00
Miscellaneous	200.00
Mountain Expenses	9,983.00
Total Retreat Expenses	11,783.00
Ways and Means Expenses	
Fundraising Events	500.00
Fees	250.00
Total Ways and Means Expenses	750.00
Total Expense	41,026.00
Net Ordinary Income	-5,919.00
Net Income	-5,919.00