

CQEC=Creative Quilters of Ellis County
 HQG=Homespun Quilters Guild
 MLOTA=Mineola League of the Arts
 QGP=Quilters Guild of Plano
 TnCQG=Town 'N Country Quilt Guild

FQG=Frisco Quilt Guild
 KQG=Kaufman Quilt Guild
 QGA=Quilters Guild of Arlington
 QSC=Quilting Sisters of Color
 VAQG=Van Alstyne Quilt Guild

GaQG=Garland Quilt Guild
 MQG=Mesquite Quilters Guild
 QGGP=Quilters' Guild of Grand Prairie
 RRVQG=Red River Valley Quilt Guild

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Is there a term limit? What?				
CQEC	2 years		QGGP	2 1 year terms
FQG	2 1 year terms		QGP	2 years
GaQG	2 years		QSC	2 years
HQG	2 consecutive years		RRVQG	1 year
KQG	2 years		TnCQG	2 years
MQG	2 consecutive years		VAQG	2 years
MLOTA	None			
QGA	2 years			
Are Co-Presidents allowed?				
CQEC	No		QGGP	No
FQG	No		QGP	No
GaQG	No		QSC	No
HQG	No		RRVQG	No
KQG	Yes		TnCQG	No
MQG	No		VAQG	Never came up
MLOTA	Yes			
QGA	No			
How is the President selected?				
CQEC	Elected from those willing to serve		QGGP	Annual election
FQG	Nominating committee		QGP	Annual election
GaQG	Nominating committee		QSC	Nominated or Voluntary
HQG	Nominating committee		RRVQG	Nomination
KQG	Nominating committee		TnCQG	
MQG			VAQG	Election
MLOTA	Usually a "volunteer" (as in begged or coerced!)			
QGA	Nominating committee			
Is there a "grooming" process to move people up through the ranks and prepare them for new positions?				
CQEC	Often the programs person will move into President		QGGP	No – small guild
FQG	No		QGP	Nom. Comm. consider from previous Boards
GaQG			QSC	N/A
HQG	No		RRVQG	No
KQG	Comes up through the ranks & must have good attendance		TnCQG	N/A
MQG	No		VAQG	No
MLOTA	Not in the past. However we have begun to institute this year			
QGA	Plan is to move up from VP to Pres., but doesn't always work			
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What records do you keep that you pass to the next President?				
CQEC	Pres notebook-things due each month with pertinent info		QGGP	A notebook with important information
FQG	None that I know about but I think some might be helpful		QGP	Book of important docs & an annual report
GaQG	Membership Directories and notes		QSC	Timeline of Quilting Guild Events
HQG	Board and guild meeting notes, financial notes and other		RRVQG	None
KQG	All records are kept and handed to incoming president		TnCQG	None
MQG	None previously, working on this year		VAQG	Some verbally only. I will pass on a notebook
MLOTA	None			
QGA	Timeline for Committee actions, President responsibilities			

How are policies/procedures passed on to the next year's Leadership and Board members?			
CQEC	From officer to next with notebooks and word of mouth	QGGP	We are small – mainly word of mouth
FQG	Transition Bd mtg. Previous decisions are in the minutes	QGP	Each VP provides an annual report.
GaQG	Bylaws and Minutes	QSC	Written communication
HQG	All guild members have a copy of the bylaws, polices and proced	RRVQG	
KQG	By laws are reviewed every 3 years	TnCQG	Member Handbook
MQG	Hasn't for last 2 years; working on this year	VAQG	We will all pass on a notebook
MLOTA	Informally - Verbally as needed		
QGA	Binders with all information and helps are passed on the new leadership		
Do you require incoming board members to read Guild Bylaws relating to their positions?			
CQEC	Yes	QGGP	No. recommended but not required
FQG	No	QGP	Yes
GaQG	No. recommended but not required	QSC	Yes
HQG	Yes	RRVQG	No
KQG	Yes	TnCQG	Yes
MQG	No	VAQG	Yes
MLOTA	No		
QGA	Yes		
Do all officers/chairmen report directly to the President?			
CQEC	Yes, the President is part of every committee	QGGP	Yes
FQG	Yes	QGP	Yes
GaQG	No. Bylaws state some groups report to the Vice-President	QSC	Yes
HQG	Yes	RRVQG	Yes
KQG	Yes, Pres is Head of all Committees & gets a report each month	TnCQG	Yes
MQG	Yes	VAQG	Yes - very small guild
MLOTA	No, Officers/Chairs give update reports in monthly meetings		
QGA	Yes - Sometimes committees work out things, but all work with Pres. Or keep her informed		
3 Is there a provision in your Bylaws or Rules to ensure project continuity from one Board to the next? Do you have a joint Board meeting of incoming and outgoing Board members?			
CQEC	No, we do not have a joint Board meeting	QGGP	No
FQG	Not in bylaws. Joint meeting at the change of the board	QGP	Joint board meeting, annual committee reports and turnover meetings
GaQG	No		
HQG	We have a joint meeting with the incoming and outgoing board	QSC	Joint meeting of incoming members
KQG	Yes	RRVQG	Yes
MQG	No	TnCQG	N/A
MLOTA	No The incoming president usually sits in on a couple of League board meetings before taking office	VAQG	Projects passed to incoming board and committees at the last Board meeting
QGA	Yes, last 2 board meetings of year are jointly attended with emphasis on transition		
How far in the future does your Guild plan?			
CQEC	Several years (1-2)	QGGP	Not very far – small guild
FQG	Depends (raffle quilt 6 months, speakers longer)	QGP	2 yrs for Pgms / 1 yr budget & Quilt Show.
GaQG	2 years	QSC	1 year
HQG	As far as necessary to secure speakers & quilt show venue	RRVQG	1 year
KQG	One year, but two years on programs	TnCQG	2 years
MQG	Current + 1 year	VAQG	Approx. 6 months
MLOTA	Outside speakers/teachers: 6-9 months		
QGA	1-2 years, but trying to schedule speakers farther out		
4 Do you have someone to help maintain orderly meetings?			
CQEC	No	QGGP	Yes
FQG	No, President can assign according to the bylaws	QGP	Yes
GaQG	No	QSC	No
HQG	Yes	RRVQG	No
KQG	No	TnCQG	No
MQG	Yes	VAQG	No
MLOTA	No		
QGA	Yes		

Do you have any suggestions to control disruptive talking during meetings?			
CQEC	Not a problem	QGGP	Don't really have that anymore
FQG	I have stared at the offender until they get the point	QGP	
GaQG		QSC	Stop meeting & ask talkers if they have info to share - ask to please respect others
HQG			
KQG		RRVQG	No
MQG	Request for people to be considerate	TnCQG	N/A
MLOTA		VAQG	No
QGA	Try to keep their attention w/ humor & changing things up		

5 As President, do you approve all PR that is sent out regarding your guild?			
CQEC	Yes	QGGP	Yes
FQG	No	QGP	Yes
GaQG	No	QSC	Yes
HQG	Yes	RRVQG	Yes
KQG	Try to	TnCQG	No
MQG	No	VAQG	Yes
MLOTA	No		
QGA	No		

Are you the official spokesperson for your guild?			
CQEC	Yes, lead meetings	QGGP	Yes
FQG	No, depending on what, the board or membership approve	QGP	Yes
GaQG	Yes, publicity is taken care of by our Advertising chair	QSC	Shared with vice president and Secretary
HQG	Yes	RRVQG	Yes
KQG	Yes	TnCQG	Yes
MQG	Yes	VAQG	Yes
MLOTA	No Each chair handles their own PR (sometimes a problem)		
QGA	Yes, for official business (contracts, etc.). Do not have to approve publications		

Does the President have final approval before the newsletter is distributed?			
CQEC	Yes	QGGP	No
FQG	No	QGP	Yes
GaQG	Yes	QSC	Yes
HQG	Yes	RRVQG	No
KQG	No	TnCQG	No
MQG	No	VAQG	Yes
MLOTA	No		
QGA	No		

6 How familiar are you with the IRS Non-profit Regulations and other legalities?			
CQEC	Somewhat; President and Treasurer	QGGP	Somewhat - not 501C3 - a social organization
FQG	Somewhat; The board is trying to get our arms around this	QGP	Very - Pres, VP of Finance, Quilt Show Chair
GaQG	No - Treasurer	QSC	Somewhat
HQG	Very. The president and treasure have that responsibility	RRVQG	Somewhat
KQG	Very, Treasurer who works closely with President	TnCQG	Not - It is the Treasurer's position
MQG	Not - Treasurer	VAQG	Somewhat - not 501C3
MLOTA	Not - Handled at League level by the Executive Board.		
QGA	Somewhat - Pres. Responsibility, but several on the board are well-versed in regulations and contribute		

How closely do you watch the financial reports and procedures?			
CQEC	Very	QGGP	Very
FQG	Other	QGP	Very
GaQG	Not closely	QSC	Very
HQG	Very	RRVQG	Very
KQG	Very	TnCQG	Very
MQG	Very	VAQG	Very
MLOTA	Somewhat		
QGA	Very		

Who signs contracts dealing with guild business?			
CQEC	Chairman of committee affective	QGGP	Don't have a lot of that – small guild
FQG	President	QGP	Pres. with Secretary or other proper officer
GaQG	President and/or Vice-President	QSC	Treasurer
HQG	President, vice president and treasurer	RRVQG	President
KQG	President or Treasurer	SQM	
MQG	President	TnCQG	President
MLOTA	Guild coordinator/League Program Chair	VAQG	Programs VP with supervision
QGA	President signs most		
7 How do you delegate assignments to others?			
CQEC	by asking	QGGP	Delegated to committee/officer in charge
FQG	Usually request volunteer(s) from the general membership	QGP	At board meeting, special comm. Apptment.
GaQG	As needed and by office holder	QSC	Contact them outside of meetings
HQG	ask for volunteers	RRVQG	Ask for volunteers
KQG	Take volunteers or make appointments	TnCQG	Through Board meetings
MQG	At council meeting	VAQG	Simply ask
MLOTA	Mostly "volunteer"		
QGA	If in their position, skill, experience or if they offer		
How do you monitor progress?			
CQEC	email, text message, phone	QGGP	Report on at next meeting what has happened
FQG	Depends on what is being done	QGP	Board meetings or email if required
GaQG	Board meetings	QSC	Committee/member reports
HQG	keep in agenda for updates until complete	RRVQG	
KQG	Phone or email	TnCQG	Board meetings
MQG	Council reports or phone	VAQG	Keep records
MLOTA	Informal – usually left up to chairs of specific programs		
QGA	Growth, attendance, positive comments, involvement in guild business		
What do you consider your biggest challenge as President?			
CQEC	getting people involved & getting to know everyone	QGGP	
FQG	Keeping the small group feel as we grow	QGP	Smoothly transitioning new board members & ensuring they have needs to be successful
GaQG	Unexpected life events of the Board		
HQG	Getting others to welcome change and to volunteer	QSC	Overall motivation
KQG	Meshing all personalities together	RRVQG	
MQG	Reconstructing lost records	TnCQG	Attendance
MLOTA		VAQG	Outspoken members and trying to keep everyone happy
QGA	Keeping up with everything going on		
What do you look forward to most as President?			
CQEC	Seeing the guild work together for a goal	QGGP	
FQG		QGP	Getting to know members at guild activities & retreats and & sharing quilting expertise.
GaQG	Getting to know more members and learning		
HQG	Being at the guild meetings with our membership	QSC	Implementation of guild goals
KQG	Working with people within the guild	RRVQG	
MQG		TnCQG	Friendships
MLOTA		VAQG	Offer new ideas & trying to keep guild going
QGA	Being involved in the activities & interaction with all		
How will you define your term as successful?			
CQEC	Profitable quilt show, enjoyable meetings, new active mem	QGGP	
FQG		QGP	Keeping/growing membership, cultivating more involvement by new members, having a successful quilt show, & having good attendance at meetings & workshons
GaQG	If members are happy and involved		
HQG	Leaving the guild in the same, but hopefully better position	QSC	Attendance, participation, growth in guild
KQG	Increase in membership, funds, and interest	RRVQG	
MQG	Show successful, increased membership, better participation	TnCQG	Just started in Jan. 2017
MLOTA		VAQG	
QGA	How happy members are with direction of guild		

What advice would you give to someone considering your job?	
CQEC	Plan ahead. Keep good records, organized well. Encourage others
FQG	Be prepared for a challenge. Someone will ALWAYS disagree with something you do or how you handle a situation. Do your best for the majority of the members. Try not to take things personally.
GaQG	Never know what to expect. It is meant to be fun.
HQG	Be willing to change and make the challenging decisions to move the guild forward
KQG	Don't take it personal. There are always one or two complaining that have no solutions to problems
MQG	
MLOTA	
QGA	Consult with past officers. Create a calendar of due dates, etc. Utilize volunteers. Have fun!
QGGP	Pretty much the easiest job in our Guild – mostly just running the meeting
QGP	Cultivate a good team and learn to delegate!
QSC	Read all by-laws; talk with previous president; join another guild
RRVQG	
TnCQG	Patience
VAQG	Many members in this guild are set in their ways and don't want change. Bend them gently and slowly
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CQEC	How to support local quilt shops; how to encourage members to be involved, how to motivate board members
FQG	
GaQG	
HQG	
KQG	
MQG	
MLOTA	
QGA	
QGGP	
QGP	
QSC	
RRVQG	
SQM	
TnCQG	
VAQG	