

CQLondon - Constitutional Notes

1. Membership

All members will be:

- a) quilters
- b) members of the Guild
- c) members of CQ

There is no jurying of members or quilts. Membership size will be reviewed once we have 30 members.

The group has a committee to make decisions about the meeting programme, exhibitions, challenges etc. Members of the group agree to abide by decisions of the committee.

2. Ethos and Expectations

The group is made up of members who want to develop their practice. The group is a 'doing and making' group not simply 'show and tell'. The expectation is that all members will join in activities and challenges. Members will support each other in their work. Members will be prepared to discuss their work with fellow members who will give each other robust and constructive feedback. We will share techniques, practice, ideas and problems.

We are an exhibiting group, with the expectation that all members will exhibit their work.

3. Meeting Arrangements

We meet in the day time (11 till 4) on alternating Tuesdays and Thursdays in the third week of the month. Members will bring their own lunch, tea and coffee will be provided.

The venue for most meetings in 2020 is Deli Studios, 2 Finsbury Avenue EC2M 2PF. There is access to a lift and a disabled toilet.

At each meeting we start with show and tell, requests for advice and feedback, and the progress people have made with the previous month's activities. Members often bring hand work to do during this part of the meeting. Lunch is usually at about 1 pm. After lunch we all take part in a group activity which one member of the group leads.

Additional meetings or expeditions may be arranged from time to time.

4. Website

CQLondon.org.uk has been procured. Annie Folkard manages the website. It includes public and private areas. Any contacts or questions from the website are redirected to the CQLondon email address.

5. Communications

Members should use the CQL Facebook page for general communication between group members, showing off work, asking for advice etc and limit emails to business and notification of meetings and even then being circumspect before hitting reply all. A CQLondon gmail account has been set up. The Facebook group is a closed group limited to current members of the group.

6. Financial Arrangements

We aim to fund our activities from contributions from members, to date we haven't built up reserves nor do we have a separate bank account.

We have agreed to have an annual membership fee (£10 for each calendar year), this will be to cover the costs of affiliation to the Guild so that we are covered from an insurance point of view and the costs of the website. The annual membership fee is payable whenever a member joins in the year. Potential members are allowed one 'visitor' meeting, when they pay the daily cost, before joining the group.

The costs associated with each meeting will be covered by those attending and will be set to meet the costs of hiring the venue and other costs associated with the workshop activity. At present this is at least £10 for each member attending.

An account sheet will be completed for each month to show income and expenditure.

We expect to build up a reserve through these fees to cover future exhibition and similar costs. These would be reimbursed at Guild expenses rates. The option of opening a bank account will be reviewed at a later date.

7. Committee

A committee has been formed, its members have the following responsibilities:

1. Chair meetings of the group
2. Point of contact and recruiter of members
3. Venue housekeeping (to make sure that it is ready for group and left clean and tidy at the end of each session)
4. Co-ordinate the delivery of the programme for year so that there is a lead for each meeting, we all know what we are doing and we have a productive time at meetings
5. Exhibitions co-ordinator
6. Website manager
7. Money monitor and venue bookings
8. Minutes

Decisions will be made by majority with the Chair having a casting vote. Members of the group agree to abide by decisions of the committee.

The majority of the business will be conducted by email and with brief quarterly meetings before or after we meet.