

QUILTING GUILD OF THE VILLAGES
MARKETPLACE COORDINATORS' COMMITTEE MEETING
JANUARY 2, 2024

ATTENDANCE:

- Steering Committee – Victoria, Julie, Ann, Claire, Yvonne
- 39 Chapter Coordinators in attendance, all chapters accounted for.

PASSPORTS:

- Julie collected passport order forms & money from all the chapters whose members purchased for \$5 each prior to Marketplace.

SIGN-UP SHEETS:

- Victoria gave Ann chapters' sheets she had.
- Chapters needing spots filled should work with floater chapters to fill them.

VOLUNTEER CHECK IN/OUT:

- Ann is making a master list of volunteers for check in/out.
 - Check in/out is located near the pool on the left side when facing the front door.
 - The check in is close to the door so dress in layers as it could get cold.
 - Volunteer badges will be given out to all volunteers and coordinators.
 - Check in and pick up badges 15 minutes prior to your shift.
 - Check out and return badge when shift is finished.
 - There will be a room to store non-valuables, extra sweaters etc. for volunteers.

PROCESS FOR GETTING WRISTBANDS & PASSPORTS:

- Envelopes with passports will be handed out to chapters at the January E-Board Mtg
- Wristbands will be handed out to chapters at January E-Board Mtg according to the current 2024 membership list. Extra wristbands will only be available for new members joining prior to Marketplace from Victoria Grace.

STEERING COMMITTEE UPDATES:

- Banners – Ann
 - A sample banner was shown.
 - Allamanda was given the list of banners & instructions.
- Greeters – Claire
 - New Greeter sashes were shown. Mamies was thanked for making them.
- Info, Water, 50/50 & Passports – Claire
 - Water will be available for sale
 - 50/50 prize distribution will be 50% to the Guild Scholarship Fund, 50% remaining will be split into \$100 increments and checks mailed to winners. Any amount left under \$100 will go to the final winner drawn. Winners will be notified and checks will be mailed. Prizes will not be handed out at the show.
 - Passport prize drawing will be at approximately 2:45pm. Winners will be notified and four \$100 checks will be mailed to the winners. Prizes will not be handed out at the show.
 - Passport Process – Every room will have a person sitting in the back of the room identified by a helium balloon and will stamp each passport. All passports must be complete with all rooms stamped and with your name and telephone number before it can be entered into the drawing.
- Bandits & Cashiers – Julie
 - Nancy Miller, guild treasurer, will be coordinating all cash training and make up classes for all money handlers directly with the chapters involved.
- Basketmania – Yvonne
 - Fenney has all baskets and will put them together.
- QUESTION –
 - Pipe & Drape - will there be quilts that need to be removed after the show?
 - Only Charity and Challenge quilts will be hung and Yvonne will take care of removing the quilts.

NOTE:

Marketplace starts at 9:00am sharp. No one will be allowed to enter prior to 9:00.

Due to fire code visitors needing to buy admission wristbands with passports will be limited to how many come into the lobby at a time.

If it is cold out you may prefer to wait in your car rather than stand in line outside.

People with wristbands will be allowed to walk straight in.