

QGOTV CHARITY COORDINATORS MEETING

Laurel Manor Recreation Center

August 15, 2025, 9-10:50am

Sharon Cannon, QGOTV Charities Chair, took the roll and 21 chapters were represented; missing/excused were Big Cypress; Bradenton, Captiva, Fenney, Friendship Star, Khaki, Laurel Manor, Quilting B's and Homestead. Sharon then introduced Yvonne Wecker, Web Chair.

The purpose of this meeting is to explain how the Charity Tracker functions (with a demo) and to review specific entries made this year; the intent is to make the process easier and more consistent.

Yvonne gave a slide presentation with a roll up of data and notable items from a detailed review of the Charity Tracker for 2025 (through August 6th) and all of 2024. The presentation is available as a pdf download on the Guild website under Charity Coordinators. The following handouts were disseminated and are also available on the website:

- Active Charity Master List-Alphabetical Order
- Active Charity Master List-By Charity Number
- Chapter Charity Report by Quarter for 2024 and 2025 (YTD)
- Standardized Valuation Chart
 - Updated as a result of the meeting discussion and agreement on items and values

Meeting Takeaways:

- Chapter coordinators should only use username or User ID for new entries
- Use only Active Charities; inactive Charities may be reactivated if the need arises
- Donations should be entered weekly and at a minimum monthly. The last week of each quarter is reserved for review of entries by Coordinators and Charities Chair.
- Standardized Valuation Chart **must** be used for any item listed; do not measure these items. Enter "na" in the size line.
- Size of items not listed on Standardized Valuation chart must be entered in the size line and based on the calculation of length x width (inches) x \$0.05. There are no exceptions (such as: member's stated value of fabric).
- All donation values should be rounded to full dollar (up or down).

Charity Coordinators Meeting – August 15th (continued)

More Meeting Takeaways:

- There was discussion clarifying “when a donation is delivered” and recorded. The chapter with the donation is responsible for tracking the information, not the party/charity the item is given to. The date these items are given to the individual who delivers to the specific charity can be the date of entry.
- Charity donations are rolled up to the Guild’s annual Financial Statement; which is subject to audit, and documentation is required to be kept for seven years. Entries with “various or “data available upon request” are not acceptable.
- Overuse of Charity #200 - There was discussion about differentiating between an item being considered a gift versus a charitable donation.
 - 2024 Charity Report reflects over \$63,000 reported donations for #200
 - 2025 YTD Charity Report, prior to review, was over \$12,000 and still over \$8,800 after initial review.
 - Previous instructions (emails or verbal) allowing entries for what are actually “gifts” to family, friends and neighbors are rescinded.
 - Members were asked to review their entries in #200 and designate charitable donations to the appropriate charity from the Active Charity list.
 - Repeated entries for donations to a location (such as a specific hospital for NICU quilts) not on the Active Charity List would warrant a review by the Charities Chair to possibly add that location to the Active Charity List
 - Some examples of acceptable #200 donations are:
 - Quilts made for singular events; Ukraine, Hurricanes or Floods
 - Quilts made for a local entity (location) as a one-time event
 - Quilts made and donated to another group for raffle to raise funds for their charitable works – Hot Chicks with Tattoos (Not) asks for a quilt to raffle each year to pay for free mammograms in Tri County area.
- Coordinators were given a deadline of September 16th (E Board) to review and correct entries made in 2025 for Quarters 1, 2 and 3. No changes may be made to 2024 entries.

Respectfully submitted,

Sharon Cannon, Charities Chair