

Guidelines for the Program Committee Grand Strand Quilters

The function of the Program Committee is to organize activities for the meetings of the Grand Strand Quilters.

The committee strives to meet the following schedule:

- Week 1 – a General program of interest to most members. This might be a trunk show, a round table discussion where members move from table to table to see a demonstration about a single topic (e.g. methods of applique), etc.
- Week 2 – a class.
- Week 3 – sit and sew. We try to have short demos on sit sew days. Members may conduct personal sales at Sit-and-Sew meetings with the President's approval.
- Last week (4 or 5) – charity sew. On this day the charity committee provides projects that are part of our outreach programs.

If there are 5 weeks in a month, the extra week is a sit and sew. Main business meetings are conducted on the first and third weeks, with shortened meetings when there is a class or charity projects.

Large Trunk Shows

The guild pays members and non-professional guests \$100 for trunk shows. Professional quilters are paid their contracted fee.

Classes

- A class may be a short 2-3 hour class or a full day class.
- Each year we hold at least one class that is a basic skills class. This class is free to all members.
- Generally, the maximum size for a class is 16. For professional teachers this number may be larger.

Class fees

- Fees are non-refundable. If a student cannot attend a class, they may find someone to take their place.
- There may be additional costs associated with a class (e.g. patterns, special supplies)
- 2-3 hour class cost: \$10.00
- Full day class
 - Non- professional teacher: \$10.00
 - Professional teacher - the teacher's contracted fee is divided by 15 or a reasonable number of expected students.

Guest class participants

- Guests may attend two meetings without becoming members. Guests must pay a \$2.00 guest fee to the Base Rec. Center.
- Guests are welcome to register for regular guild classes if there is room in the class.
- Classes offered by a professional teacher are open to the guild members first, then to guests.

Teacher reimbursement

- 2-3 hour class taught by a guild member: \$10.00 for each student in the class, maximum of \$100.00.
- Full day classes
 - Non professional teachers - \$100.00. (If fewer than 10 students take these classes, the guild will make up the difference.)
 - Professional teachers – their contracted fee
- 2-3 hour instructional class offered by the guild free to members - \$100.00

Class Size

- Classes held on meeting days may have at most 16 students.
- Classes offered by a professional teacher are based on the teacher recommendations.
- Minimal class size to run a 2-3 hour class depends on the teacher's willingness to teach the class. If there are 5 or more students the class will run.

Contracts

Each teacher is required to sign a copy of the attached contract.