

*Heritage Needlework Guild*  
*PO Box 576*  
*Nebraska City, NE 68410*



A warm welcome to guests and new members! This information sheet will explain terms used during the meetings and hopefully answer your questions. The guild meets at 6:30 pm at the First Evangelical Lutheran Church in Nebraska City on the 4<sup>th</sup> Tuesday of the month, except in December. The meeting starts with snacks served from 6:30 pm to 7:00 pm followed by a program and then the guild meeting.

The By-laws for the Guild are included in your packet. Please ask an officer or other guild member if you have any questions.

Challenge Project – A project created each year by a guild member with approval from the Steering Committee. Rules and directions are given and then completed projects are displayed later in the year.

Charitable/Community Service projects – Project created each year to allow the guild to give back to our communities. The guild has completed quilts for children distributed by area service agencies, AQS pillowcase challenge, and pillowcases, Christmas tree skirts and ornaments for a Veteran's home and nursing care facility. The guild also donates a quilting book to area libraries each year.

Courtesy – A group of guild members who are responsible for sending cards to members in the event of a sickness, birth or death.

Dues – Dues are \$25.00 per year. Dues are collected during the last quarter. Dues for new members joining after July 1<sup>st</sup> are \$12.50. Dues cover the cost of programs, membership books, newsletters and other operating expenses.

Friendship Block – A different block is chosen each month and made by members. If you bring a completed block to the meeting then you are entered in the drawing to win all the blocks for that month. In the past the guild has also done projects where members bring a fat quarter or charm square in place of a Friendship block.

Historian – Guild member responsible for keeping a written record for the guild.

Guests – Guests are welcome to visit two guild meetings before paying dues.

Hospitality/Hostess – Each member is asked to participate on a serving committee once a year that is responsible for bringing and serving refreshments and snacks.

Library – The guild has quilting and needlework books that members may check out. A member serves as Librarian each year.

Name tags – We encourage the use of name tags at every meeting. Please feel free to be creative and make your own distinctive name tag. If members do not wear a name tag they are asked to pay a fine of 25 cents.

Membership book – Handed out each year with a list of names, addresses, phone numbers and e-mail address for all members. The book lists upcoming programs for the year, Serving committee assignments, Officers and other items of interest.

Mini-affle – Event held at the annual Quilt show where members donate items.

Mugs – Members are encouraged to bring a cup or glass for their personal use at every meeting.

Mystery Quilt - A project where individual steps are handed out each month to create a quilt. The completed mystery quilt is displayed at a later month.

Newsletter – A monthly newsletter is sent to members to keep everyone informed of current and upcoming events.

Officers – Members elect a President, Vice-President, Secretary and Treasurer each year. The President and Vice-President terms of office are one year; the Vice-President will serve as the President in the following year and the out-going President serves as an Advisor for one year. Terms for the Secretary and Treasurer are two years.

Quilt show – The guild has a quilt show each year in September during Nebraska City's Applejack Festival. It is the guild's big event and requires help from all members. A chairman is named each year to coordinate activities with the help of members who will oversee the silent auction, mini-affle, raffle quilt, setup and takedown. Members are encouraged to enter quilts and other needlework in the quilt show.

Raffle quilt – The biggest fund raiser for the guild. A member or members volunteer to make a quilt. The pattern is approved by the Steering Committee. The goal is to raise \$2,000 thru the sale of raffle tickets with the winning ticket drawn on Sunday afternoon of the Quilt show. Members are given a packet of tickets to sell during the year and turned in at monthly meetings. A member volunteers to serve as Quilt Mom, this person coordinates locations the quilt will be displayed and raffle tickets sold.

Silent auction – Event held at the annual Quilt show where a small number of members have donated a small or miniature quilt.

Steering committee – The officers of the guild (President, Vice-President, Secretary, and Treasurer), Advisors (Past Presidents) and other interested members meet at 6:30 pm on the 1<sup>st</sup> Tuesday of each month at the church to plan events and upcoming activities. All members are welcome to come to the Steering committee meetings.