

**MISSION STATEMENT**

The purpose of the Guild shall be to foster the art of needlework and textile arts, encourage high standards of design and technique, and bring together members who will learn, share, teach, and participate to the fullest extent in this endeavor. This shall be considered the Mission of the Guild.

***FROM THE PRESIDENT***

I want to apologize on behalf of the Program Committee for the technical difficulties we experienced in October. We are taking steps to ensure that presenters have viable backups and that we have our own backup systems, so we always have the great visual displays you have come to expect from NTGM.

I also want to be sure that the audio part of the morning presentation works well. I hope that you have been able to hear the speakers. Please let me know if the clip-on microphone is not doing the job for you so we can make adjustments if needed. It is also important that everyone is respectful towards others and (a) make sure that your cell phone is silenced, and (b) please keep conversations to a minimum during the presentation. I know there was a lot of confusion last month, and hence a lot of discussion, but we'd all like to get back on track and be able to see and hear the speaker no matter where you sit.

We are all excited to have our friend and former member Karen Turckes back. I know personally that any ideas on finishing will be greatly appreciated! Remember to bring in your collages from October so we can see how the workshop charged through the challenges of the morning.

See you in November,

*Debra*





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### *From Membership Chair Susan Van Dusen*

If you haven't renewed your membership yet, you can pay your yearly dues (\$40, check payable to NTGM) at the November 12th meeting.

If you cannot attend the November meeting, you can send your dues to;

Susan Van Dusen

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—

Please include address, phone number(s), and email address, and if you are a new or returning member (for the Directory).

Questions? Please call Susan at 586-291-5508.

I look forward to seeing you in November!

### **LOCATION**

St. Stephen's Episcopal Church  
5500 N. Adams Road  
Troy, MI 48098

The church is on the east side of Adams Road, south of Square Lake Road and north of Long Lake Road.

There is ample parking.

Our direct entrance is toward the rear of the church, which is a slightly longer walk but there are no steps.

If you enter through the front door, the church office is to the right, and they can direct you to our meeting space.

### **MEETING TIMES**

Flea Market, Library, and Social time begins about **9:30**

Business Meeting starts at **10:00**

Program immediately follows the Business Meeting

Workshop Hours on Tuesday from **12:45 to 3:45**

Workshop Hours on Wednesday from **9:30 to 3:30**

**NEWSLETTER SUBMISSIONS** mcksews@gmail.com

**MORE INFORMATION** [ntgm.org](http://ntgm.org)

# NEWS FROM THE PROGRAM COMMITTEE

## November Program

### Karen Turckes – Finishing Techniques for Textile Wall Art

November 12-13

Our November speaker/instructor is Karen Turckes from Milford. Karen brings a wealth of knowledge about surface design and texture and will present her lecture on "Finishing Techniques for Textile Wall Art". Her workshop, "Fabric Manipulation" will give students a myriad of techniques to add more texture and interest to their work. There are 2 spaces available in this workshop. If you would like to fill one of these spots, please email me at [kwoz1@me.com](mailto:kwoz1@me.com). If you are attending either Tuesday's meeting or Wednesday's workshop and would like to bring a lunch for Karen on one or both of those days, please let me know. I'll fill you in on any dietary do's and don'ts and arrange reimbursement.

We will also be hosting Karen for dinner Tuesday at Brio restaurant at Somerset. Email Kathy if you would like to join us.

## WHISTLESTOP

December is fast approaching and we have lots of choices for Whistlestop, from painting aprons to stretching our sore stitching muscles, with lots in between. If you are planning to participate in the apron project, please sign up or email me so I can order your apron (~\$3 each). Sharon Waligora will have a sheet to sign for her fabric card holders so she can have enough supplies for you. Marjorie Levine will be leading some useful stretches and exercises specifically for artist's needs - bring a yoga mat or beach towel if you have one (I'll bring an extra one).

We will also have "Najma - Revisited"! Our October instructor - and new member! - will be bringing back her slides to discuss her work more fully (without technical issues and a concussion!!) Look for Najma's Corner.

Also on tap are some fun scrap projects to stitch up for little gifts or gift tags. All this for \$5!! Busy, busy!

## PLANNING AHEAD

- January's workshop "Fractured Curves" with our own Barbara Skimin has one opening. Barbara's quilts are amazing, and this is sure to be a wonderful workshop.
- Seminar Day is scheduled for February. We have 3 options.
  - Judy Loyd will be teaching her batik bias scarf - there are 9 spots available
  - Sue Mathes has a delightful little book form to embellish - 8 openings for this class
  - Claudia Scroggins will teach her knitted, beaded bracelet technique - 9 spots openRemember that Seminar Day will be \$25 plus a minimal kit fee. It's a bargain!! Sign up at the next meeting!
- Lunch List: Members traditionally provide our instructors with lunch and a beverage on Tuesday and Wednesday (the Guild will reimburse you - budget \$10-15). If you are attending Tuesday meeting and/or a Wednesday workshop and can bring a lunch (it can be a purchased or your homemade goodies), I'll have a list.....

# November 2019

November 12 - 13

## KAREN TURCKES

### “Finishing Techniques for Textile Wall Art”

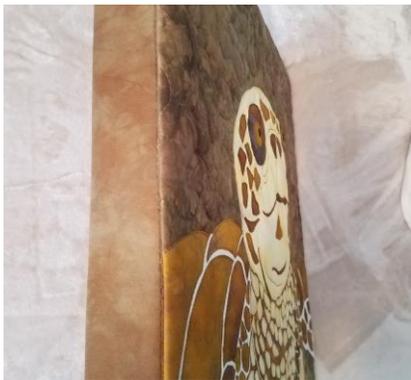
Once a piece of textile art is finished, it can sometimes be a mystery as to how to finish and hang it on the wall. Karen will discuss several techniques for framing artwork, with and without a mat. Edges can be hidden within the frame or the piece can be floating to show its edges. She will show many samples and demonstrate some of the techniques.

### *Workshop*

#### “Fabric Manipulation”

Using muslin and silk in neutral colors, students will make a variety of 6-inch blocks which can be used for home décor (pillows, bedspreads, wall art, art quilts) or fashion (garments, cuffs, collars, pockets, accent pieces, bags and purses).

Sew, fold, gather, crinkle and be inspired to create a new look. Students learn about manipulating fabric with the tuck, pin-tuck, and center-cross-tuck, as well as endless variations on these tucks; couching; ruching; interlocking squares; flower folds; inserted trumpet flowers; and texture magic.



Supply List: see page 17.

Seats Available:

# December 2019

December 10

## WHISTLESTOP

A Scrappy Day  
(With Sit & Stitch)

Bring some “stash reducing” items to use and/or share:  
Fabric scraps, ribbons, beads, buttons, embroidery floss and needles,  
sewing thread, permanent markers, stencils, stamps, fabric paints.

We will need a few sewing machines and tabletop ironing boards.

Sharon Waligora

“Gift, Credit or Business Card Holder”

**Holders:** Fabric pieces, buttons, scissors, sewing machine and neutral thread.



Kathy Bricker

“Aprons, Flowers, a Round Robin Craft and Other Delightful Projects”

**Aprons:** Fabric pieces, ribbons, beads, buttons, embroidery floss and needles, sewing thread,  
permanent markers, stencils, stamps, fabric paints.

**Flowers:** Fabric pieces, ribbons, beads, buttons, embroidery floss and needles, sewing thread,  
permanent markers, stencils, stamps, fabric paints, scissors.

**Pins:** Wool fabric, beads, embroidery floss and needle, buttons, scissors.

Sewing machine optional for all projects.



Doors open at 9:00. Instruction time: 9:30-3:30 pm.

**\$5.00 - Members Only**

# January 2020

January 14 - 15

## BARBARA SKIMIN

### “Garments to Quilts”

Barbara will discuss and show her artwork, created with a variety of techniques: unconventional machine-embroidered garments, including those featured in her *Threads* magazine article; felted wool wall art and garments, including a first place winner in the “Inspires by Threads” contest at the American Sewing Expo; and memory quilting in a garment and wall hanging. She will talk about various techniques in art quilting and water-soluble techniques for making garments.



### Workshop

#### “Fractured Curves”

Design and piece your own art quilt. Embellishment, quilting, and finishing techniques will be discussed and worked on, as time permits.



Supply List: see page 19.

Seats Available: 1

# February 2020

February 11

## SEMINAR DAY Three One-Day Workshops

Instruction time: 9:30-3:30 pm – Doors open at 9:00

**Judy Loyd**

### “Bias Batik Scrunched Scarf”

Learn the tricks to making a well-designed scarf made with bias strips, beads, buttons and your imagination. Judy will guide students on efficient ways to cut bias strips, finger ruffle on to Solvy, anchor the whole piece, and apply beads and buttons to make a truly unique and fun scarf.

Supply List: see page 20.

Seats Available: 9

**Sue Mathes**

### “Mini Dress Form Altered Book”

Learn to construct and decorate your own unique altered book in the shape of a dress form. Each student chooses two sheets of patterned dress forms to cut and make into 5 pages. Sue will have a variety of papers if you want to add more pages or make “paper” clothes to decorate some of the dress forms. The pages can be stamped with ink (rubber stamps and ink will be provided) and decorated with small pieces of jewelry, ribbons, yarns, buttons, pieces of fabric, small charms, beads or anything you feel will be interesting to add to your pages.

Supply List: see page 21.

Seats Available: 8

**Claudia Scroggins**

### “Knitted Beaded Bracelet”

Learn to string beads onto pearl cotton, knit with beads using the I-cord technique, wrap with contrast yarn, bead fringe at the ends and apply a closure.

Supply List: see page 22.

Seats Available: 9

# March 2020

March 10 - 11

## SUE WALTON

### “Creativity in the Real World”

We all want to be more creative in our art and crafts, along with our day-to-day living. But can we find ways to do that in our busy lives? Sue will present theories and definitions of creativity, provide strategies to assist us in time management, and show how creativity can coexist with our sometimes-demanding schedules.



### Workshop

#### “Weaving Texture on a Frame Loom”

Class Project: Multi-media wall hanging, table mat, or pillow.

Learn to build your own frame loom, put on a warp, and weave a small wall piece or a pillow. You will be using color and lots of texture, incorporating yarns, fabric, ribbons, and other fun objects.



Supply List: see page 23.

Seats Available: 5

# April 2020

April 14

AMANDA CINCO HOYT  
MICHELLE McCOSKEY

“Cultivating Environmentally Sound Textile Dyeing Practices”

Amanda and Michelle along with Lauren Mathieson founded Color Wheel in 2015. Color Wheel's mission is to connect community and environment through the exploration of the history, science, and art of natural color making. They will talk about the organization, how conscious consumption is a key to preserving the health of our planet, and the use of natural dyes as a tool in that preservation. They will share ideas on how to become a sustainably minded textile artist, grow dye gardens, and become better acquainted with the dye colors used in textile artwork.

Plant seeds and seedlings used in dyeing and Color Wheel's hand-dyed goods will be available for sale.



# April 2020

April 14 - 15

## JAN FRANK

### Workshop

#### “Stitching with Needle and Thread”

Create a sampler of stitch and design ideas to be used as a reference in your future projects.

This workshop is technique-oriented, exploring basic stitch families, stitching materials and discovering different threads and combinations. Think of it as needle play while exploring surface design possibilities. Learn, refine, experiment and expand your ability to mark on fabric. Learn perfect starting and stopping techniques, padding stitches, over-stitching and the best stitches for the creating effects in your fiber art.



Supply List: see page 24.

Seats Available: 1

# May 2020

May 12 -13

## NADINE CLOUTIER

### “Exploring Fiber Arts”

Nadine has explored weaving, doll making, surface design, silk screen printing, low immersion dyeing using MX proactive dyes, hand embroidery, rug hooking, eco-printing and more. She will present and discuss a wide variety of her personal artwork.

### Workshop

#### “Natural Dyeing without Chemicals”

Build a journal of dye recipes with corresponding fabric samples of each dye and modifier used in the workshop. This will act as a guide and reference for your future projects.

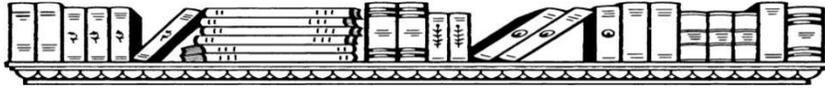
Learn about local plants, trees, nuts, bark, and spices that offer substantive dye colors, chemical free mordants that modify and provide rich colors, and plants to grow and harvest for your own dye supply. Nadine will go through steps on how to extract and make the dyes from vegetables, fruit, teas and local flowers.

A booklet of dye recipes will be in each kit so the finished fabric samples of each dye, mordant and modifier used can be attached for future reference.



Supply List: see page 25.

Seats Available: **Wait List**



## NTGM Library News

November 2019

Be sure to check the library table for new items each month. As always, if you have a particular item/s you would like to see us purchase, please let me know.

Please give me some ideas for new DVDs!

### Books:

- ✚ **Quilting Possibilities...Freehand Filler Patterns** – by Sue Patten – Take just a few common freemotion patterns, extend, contract and rearrange them, and you have endless possibilities for traditional or contemporary quilting..
- ✚ **Hooked on Feathers** – by Sally Terry – Now take just one stitch pattern – the feather – and completely reconstruct the mechanics of sewing it to enable quilters to make it adaptable and easier to create. Terry devotes an entire book to this concept.
- ✚ **Gaudynski's Machine Quilting Guidebook** – by Diane Gaudynski – master quilter Diane Gaudynski shares her expertise in a handy lay-flat book. Diane's work is phenomenal, and any tips are sure to improve your stitching.

### GOALS and POLICIES

1. The goal of the NTGM library is to provide all members with free access to books and other materials on a wide range of fiber art-related topics. As with any public library, we need to be sure books stay in circulation by ensuring that they are returned in a timely fashion. Please be considerate of other members and try to return your materials by the next meeting. You must be a current member to check out any materials.
2. If you check out books and cannot come to the next month's meeting, please find someone to bring them in (check your NTGM directory) or mail them, so that other members may have access as well. Many people did a fabulous job of this last year. We realize that last minute things come up that may prevent you from attending a meeting (illnesses, etc.), but people do wait for a book to come back in.
3. Due to the popularity of the library, we must limit the number of materials checked out by a member to a maximum of 5 per month.
4. If something bad happens to your book (the P.O. loses it, the dog eats it, you spilled ice cream over it at the beach, etc.), please expect to replace it for the Guild. If you have friends who are not members who would like to use this resource, please encourage them to join. YOU are responsible for any items checked out in your name.
5. Finally, we will continue to make reminder calls the Monday before meetings, if it is helpful. Please be sure to write your phone number legibly on the check-out card.
6. As always, if you have a particular item you'd like to see in the library, please let us know. Email me ---I can't remember items mentioned at the meetings!
7. Please DO NOT return items to the church office!!

# EXCURSIONS

## A Road Trip Mini-Group

Our October Excursion to Brightly Twisted was a real joy. We spent about two hours learning about their history, philosophy and store as well as watching them work and, of course, shopping. We had a lovely lunch and then stopped down at Collected Detroit to see the Urban Jupena and Boisali Biswas exhibits. It was a full day. Check next month's newsletter for more details and photos.

Because the holidays are upon us, we will take November and December off from the Excursion rotation - unless something irresistible comes up and then I will contact those on the email list. We will ramp up again in January with another visit to Boisali Biswas' home and studio to take advantage of her offer to see her new work that is currently on exhibit up close and personal. We were unable to organize a date down at the gallery, but this will be much more intimate and we will have a little buffet of lovely morsels to share as well. Watch this space for the details!

In February, we will make a date to return to Cranbrook to view their exhibit featuring the work of Ruth Adler Schnee, Christy Matson, and the Haystack School of Mountain Crafts.

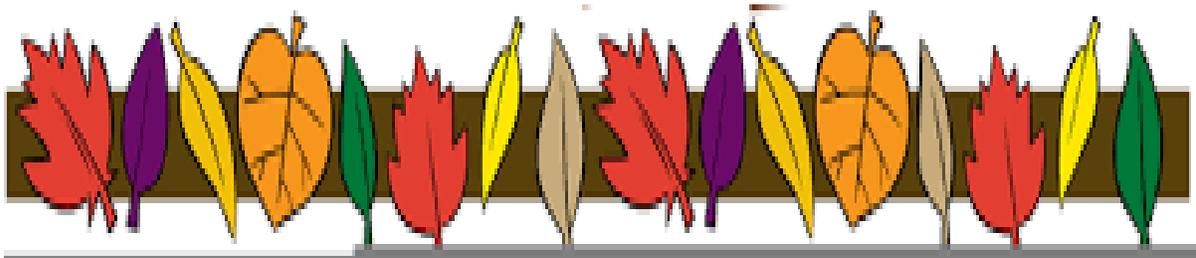
In the meantime, if you find something or someone out there that would be of interest for an excursion into the wild, let me know. These are becoming quite popular and we have been able to have some really interesting fiber-related experiences. Thanks for playing along!

**Fasten your seat belts.  
We're going on a road trip!**

## KNITWITS

Join the "KNITWITS" this year for a lovely morning/afternoon of knitting on the first Monday of the month. We gather around 10am, have lunch around noon, and stay until whenever - usually about 2pm. We bring our own lunch and our hostess provides a dessert and beverage. The dates and hostesses are listed below. Just let the hostess know that you will be attending, and we'll look forward to seeing you there.

October 7	Mary Willsie
November 4	Kathy Shuller
December 2	Arlene Lullove
January 6	Joyce Smith
February 3	Barb Gash
March 2	Jean Clark
April 6	Susan Van Dusen
May 4	Sophie Malkowicz
June 1	Jan Gammons



### a contemporary art quilting group

WHEN: the third Tuesday of the month from September to June  
1:00 to 3:00pm

WHERE: Oak Park Recreation Center  
14300 Oak Park Boulevard  
Oak Park 48237  
248-691-7555

CONTACT: Barbara Gittleman  
[barbaragittleman@gmail.com](mailto:barbaragittleman@gmail.com)

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## NTGM Beading Group

Join us this year for a lovely morning/afternoon of beading, on the first Tuesday of the month. Everyone is welcome, from beginners to experienced beaders. You will have the opportunity to work on the design or technique of your choosing, with the assistance of a teacher to guide you through the process.

Bring your beads and your design/pattern/technique ideas, along with standard beadwork equipment (**work surface, small sharp scissors, beading needles and thread, task lighting, and magnification**).

We gather around 10am, have lunch around noon, and stay until whenever - usually about 2pm. We bring our own lunch and our hostess provides us with a dessert and beverage. The dates and hostesses are listed below. Just let the hostess know that you will be attending, and we'll look forward to seeing you there. Questions? Contact Sharon at [mcksews@gmail.com](mailto:mcksews@gmail.com).

November 5	Road Trip to Frankenmuth
December 3	Jean Sarna
January 7	Ellie Herkommer



This is a fascinating video on Japanese dyeing from plants.  
<https://www.selvedge.org/blogs/selvedge/sachio-yoshioka-1946-2019>

ANN ARBOR FIBERARTS GUILD

# HOLIDAY SALE 2019

**SATURDAY,  
NOVEMBER 9  
10AM TO 4PM**

Washtenaw Community College  
Morris Lawrence Building  
4800 E. Huron River Drive  
Ann Arbor, MI 48105



[annarborfiberarts.org](http://annarborfiberarts.org)

*Free admission! Demos all day long!  
Door prizes on display during the sale,  
need not be present to win.*

Artists (left to right): Lisa Jaros, Jenny Schu and Liz Ritter



## **WHERE'S THE STUFF??**

Over the years, the Guild has collected lots of stuff! It's all good stuff, but there is a lot of it and it seems to be scattered just about everywhere! Because we might be a little bit crazy, we've decided to do an inventory, so we have a record of what we have and where it is stored so we don't unwittingly buy more of the same stuff. If you are housing anything that officially belongs to NTGM (and THANK YOU for doing that), please email a list of the items to Kathy Bricker ([kwoz1@me.com](mailto:kwoz1@me.com)) or Judy Loyd ([judyloyd@me.com](mailto:judyloyd@me.com)). We will let you know when we come up for air.

## **Facebook Page/Group**

We are exploring the idea of a Facebook presence for the guild as one more level of information and sharing to complement the newsletter. Mary Kay Aukee and Kathy Bricker will begin as administrators and moderators and we would like input from the membership about what you would like it to be. Closed, public, a page or a group? There are lots of possibilities to look at. Tell us what you think!

**Karen Turckes**

**“Fabric Manipulation”**

**Kit Fee:** \$30

**Kit includes:**

- Muslin and silk fabric pre-marked for fabric manipulation.

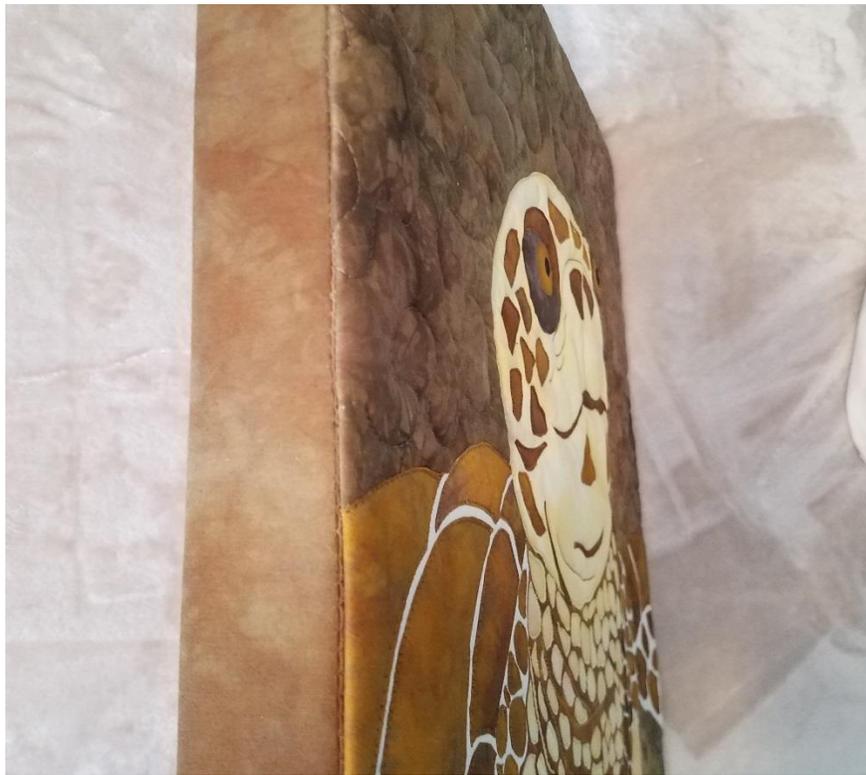
**Student Supply List**

- Sewing machine with zig-zag capability, in good working order; machine manual and extension cord.
- Edge guide or quilting guide that attaches to your machine.
- Feet (if you have them): ¼” quilting foot; couching foot (or a foot meant for decorative stitching, i.e. one that has a groove or some space under the foot for thick stitching) or a blind hemstitch foot; open-toe foot; cording foot (or pearls and piping foot); pin-tuck foot.
- Tools: ruler, sewing gauge, thread trimmers, seam ripper, fabric scissors, pinking shears.
- Pins and Needles: straight pins; Universal or sharp #12 needle; 2/80 twin needle for pin tucking; hand sewing needles.
- Ivory thread (one large or two small spools); two bobbins filled with extra ivory thread.
- Chair cushion.
- Optional: Bias Bars.

**Group needs:**

- Low wattage irons.
- Ironing boards.
- Muslin to cover boards.
- Two (2) buckets.

**Updated supply lists will be sent to participants prior to the workshop.**



**Barbara Skimin**

**“Fractured Curves”**

**Kit Fee:** \$2

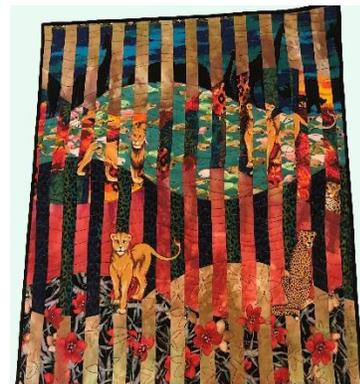
**Kit includes:**

- Handouts

**Student Supply List**

- Two (2) pieces of freezer paper – 18”x24”.
- At least eight (8) pieces of fabric – 18”x24”.
- Neutral colored thread.
- Painter’s tape.
- Rotary cutter and mat.
- Frixion pen or other disappearing fabric marker.
- Pins.
- Fabric and paper scissors.
- Long ruler.
- Sewing machine.
- Paper bag for trash.
- Pen and paper.
- Optional: chair cushion.

**Updated supply lists will be sent to participants prior to the workshop.**



# February 2020

## Seminar Day Information

**Judy Loyd**

### “Bias Batik Scrunched Scarf”

**Kit Fee: \$2**

**Workshop Fee: \$25**

**Kit includes:**

- 6”x1.5 yards of Solvy.
- Handouts.
- Additional Solvy, batik fabric, and trimmings available for purchase.

**Student Supply List**

- One square batik fabric – 36” x 36” or 45” x 45”.
- #30 weight Sulky Cotton Blendables and/or solid color thread to coordinate with fabric.
- Lots of fun beads and buttons to adorn finished scarf.
- Rotary cutter, metal ruler, and cutting mat.
- Sewing machine.
- Large plastic bucket, big towel, and hair dryer.

Updated supply lists will be sent to participants prior to the workshop.



# February 2020

## Seminar Day Information

### Sue Mathes

#### “Mini Dress Form Altered Book”

Kit Fee: TBD

Workshop Fee: \$25

#### Kit includes:

- Dress form pages.
- Extra paper.
- Hardware to assemble the book.
- “Fun stuff” to add to your pages.
- Use of rubber stamps and ink.

#### Student Supply List

- Three (3) new glue sticks or special paper glue (if you have it).
- E6000 glue for attaching jewelry to the book.
- Items to decorate your book: small pieces of jewelry, ribbons, yarns, buttons, pieces of fabric, small charms, beads, etc.
- Fabric: if you want to make fabric pages or ‘clothes’ on the pages.
- Sewing supplies.
- Detail and large paper scissors.
- Ultra-fine black *Sharpie*.
- White pen – which also looks nice on the pages - optional.

Updated supply lists will be sent to participants prior to the workshop.



*February 2020*  
*Seminar Day Information*

**Claudia Scroggins**

**“Knitted Beaded Bracelet”**

**Kit Fee:** TBD

**Workshop Fee:** \$25

**Kit includes:**

- Beading needle.
- Tapestry needle.
- Closure.
- Contrast yarn.
- Handouts.

**Student Supply List**

- 6° beads – 60-70 per bracelet.
- #5 or #3 skeins of Perle cotton.
- #2 or #1 double-pointed knitting needles (set of 2).
- Scissors.
- Tape measure.

**Updated supply lists will be sent to participants prior to the workshop.**



**Sue Walton**

## “Weaving Texture on a Frame Loom”

**Kit Fee:** \$15

### **Kit includes:**

- Warp yarns.
- Some basic weft yarns.
- Nails (for making the loom).
- Instructional handout.

### **Student Supply List**

- Painter’s stretcher strips OR prepared painting canvas. Find stretcher strips at art supply store (Green’s, Utrecht, Blick’s) and painter’s canvas at Michaels or Joann’s. Minimum size: 10”x10” or 12”x12”. Frame can be larger or rectangular.
- Hammer – either a regular carpenter’s hammer or tack hammer.
- ½” round dowel rod.
- Scissors.
- Paper, pencil, and ruler.
- Stick shuttle and/or pick-up stick or weaving sword. (Some will be available to use at the workshop – no need to buy any).
- Tapestry beater, if you have one, or a heavy fork (yes – a dining fork).
- Extra yarn, strips of fabric, leather, feathers, etc.

Updated supply lists will be sent to participants prior to the workshop.



**Jan Frank**

## **“Stitching with Needle and Thread”**

**Kit Fee:** \$20

### **Kit includes:**

- Assortment of needles.
- Threads.
- Fabric.
- Lots of ‘stuff’ to experiment with.
- Handouts.

### **Student Supply List**

- Paper and pencil.
- Fine *Sharpie* pen.
- Basic sewing kit with scissors, extra needles, nail file, etc.
- Basic stitch book (if you have one).
- 5” (+/-) embroidery hoop or Q-snap (Michaels).
- Fabric: old linen napkin or a piece of hand-dyed fabric, etc.
- Embroidery threads.
- Task lighting (optional).

**Updated supply lists will be sent to participants prior to the workshop.**



## Nadine Cloutier

### “Natural Dyeing without Chemicals”

Kit Fee: TBD

#### Kit includes:

- A wide variety of cellulose and protein fabric pieces, large enough for dyeing and cutting into samples for immersing into modifiers.
- A booklet of dye recipes and lists of plants to forage and grow.
- Plant and vegetable materials, both fresh and dried.
- Pre-mordants.
- Use of roasters, pans, buckets, a drying rack, and other tools.

#### Student Supply List

- Needle, thread, and scissors.
- Fine point permanent marker (Sharpie).
- Pen or pencil for note-taking.
- Tacky glue to adhere samples to journal.
- Separate bags filled with yellow onion skins and red onion skins.
- Plastic bags or flat containers to take home any wet fabric.
- Plastic cover for table; gloves; apron; old towels.

#### Group needs:

- Four (4) large pots with lids (stove).
- Buckets.
- Dawn dish soap.
- Oven mitts.
- Paper toweling.

Updated supply lists will be sent to participants prior to the workshop.



## NTGM Workshop Policies

1. **Signing up** – signup sheets are to ensure that there is enough interest for a workshop to run. Putting your name on the list is NOT registering for the workshop; it only indicates that you are interested in taking it.
2. We have not had to cancel a workshop due to lack of interest for several years. Our workshops have been very popular, and often fill up quickly due to interest and class size limitations on the instructor's part. Therefore, if you think you would like to take a workshop, we urge you to register early. A minimum of 12 is required for a workshop to run, unless special circumstances exist.
3. Non-members will be eligible to sign up for NTGM workshops at the end of the morning program one month before the workshop, provided there is space. Non-members will pay an additional \$5 per half day of workshop instruction.
4. **Registering** - To register for a workshop, you must either a) fill out a coupon in an NTGM newsletter, and send the coupon with a check to the Program Chair, or b) put your name on a signup sheet at a meeting **AND** give a check or cash to the Program Chair.
5. Once you register for, and pay for a workshop, you are taking a seat in that workshop. You will be sent any class instructions and supply lists. In addition, the instructor may prepare a kit for you (if there is a kit). Your payment signifies your commitment to attend the workshop.
6. **Cancelling** – Your payment is a commitment to attend, a commitment by the instructor to have materials available for you, and it means that someone else may not be able to take the workshop; therefore cancellation (especially at the last minute) is discouraged.
7. NTGM policy has been that any last-minute cancellations must be taken to the Board for review if a refund is requested. Only true emergencies like hospitalization, deaths in the family, etc. should come to the board for approval of a refund. Vacations, appointments, etc. are not considered emergencies. For emergencies or other unusual circumstances, refunds will be given as long as the minimum number of attendees has been met (determined by the treasurer based on the current rate of pay for instructors). This ensures that NTGM can afford to pay the instructor.

8. You may cancel your workshop registration for a full refund **from NTGM** without Board approval if:
  - a. You notify the Program Chair **at least one month** before the workshop, and preferably before or at the meeting the month before your workshop. For example, you need to notify the Program Chair at or before the October meeting to cancel the November workshop. That gives us the opportunity to announce an opening at the meeting. **AND**
  - b. There will still be at least enough attendees to meet the financial minimum requirement signed up for, or on a waiting list for, the workshop you wish to cancel. In order for NTGM to cover the expenses of the workshop (including teacher fees, incidentals such as food for the teacher, mileage or other travel reimbursement, and the room rental fee), we must have at enough participants in each workshop to meet our financial responsibilities. If your cancellation would result in the Guild's inability to cover its expenses, you will not receive a refund. This includes the kit fee.
  - c. Note that if the instructor wants the kit fee paid for no-shows, people who cancel will still be responsible for the kit fee- even if they are not attending. As a Guild, we should strive to maintain a good reputation with instructors, and refunding workshop fees without collecting kit fees damages our integrity. You always have the option of selling your unused kit to another member.
  
9. If you need to cancel less than one month ahead for a non-emergency, it is up to you to find a replacement, and get the workshop and kit fee from that person. This transaction is between the two of you, and not NTGM, but we ask that you notify the Program Chair so that she may give you a list of people on the waiting list. You are responsible for calling and finding a replacement. Once you do find a replacement, please let the Program Chair know, so she can correct the participant list. This is very important, as instructors sometimes need to contact participants before the workshop.
  
10. If an instructor cancels due to emergency less than 1 month in advance, NTGM will do its utmost to find a suitable replacement. Attendees will be notified of the change and given the option of asking for a refund, within 2 days, or staying with the substitute instructor. It is the attendee's responsibility to respond to the notification. Should participation drop below the financial minimum required, the workshop will be cancelled.

Revised 08-31-2016

## NTGM Role of the Workshop Assistant

The NTGM board has determined that the assistant for a workshop has two main duties. The first and most important is to oversee the care and condition of the church facility. The second is to assist the instructor to help the workshop experience go smoothly for the students. Assistants do not participate in the workshop projects. The lunch team provides lunches for the assistant and instructor. Assistants may wish to take notes for their own information.

A program committee member opens the church doors by 8:30 am, unless the presenter needs to set up earlier and has the key to the storage room. The storage room and church doors are locked at the end of each workshop day. The media team handles the television and microphone.

The presenter or a NTGM member provides a computer needed for a PowerPoint presentation.

- Assist the presenter: Be sure to ask and be available. Unload and help set up the materials and artwork, make sure he/she has a place to sit for the business meeting and lunch, assist with sales, help pack up and load materials.
- Kitchen: We use the microwave and refrigerator for lunches and the coffee maker and counters for our coffee service, but we limit the number of NTGM people in the kitchen at any one time to make room for church staff. We keep our coffee supplies, any counters we use and the microwave tidy.
- Workshop: A roster of the class, evaluation sheets and a collection envelope will be provided. Check in students, collect the class kit fee (checks made out to the instructor) and note if anyone does not want their photo on the NTGM webpage or in social and news media. Once all money is collected and recorded, give the checks and money to the instructor. When appropriate, distribute handouts and workshop supplies, get the instructor coffee, tea or snacks, clean up after a demonstration, mix dyes, cut fabrics, sort tools, mop up spills and unplug the utility sink and set up drying, ironing, cutting or dyeing stations. Make sure tables and floors are protected from stains and burns when dyeing or ironing and extension cords are evenly plugged around the room to prevent blowing a fuse. In the storage room there are drop cloths and a few plastic tablecloths in a large plaid bag, extension cords in a small clear plastic box and two irons. The program committee member who opened the church in the morning has the key to the storage room.
- End of First Day: Ask everyone in the class to straighten up their area, leave a walk space from the hallway to the choir room for the Tuesday evening church meeting and help pack up the instructor's valuables. Check to see if all is in order and turn off lights in the main room, kitchen (turn off the coffee pot), hallway, utility sink, storage closet (lock the door) and bathrooms. Lock church doors unless the church staff is setting up for another event.
- End of workshop: Hand out evaluation forms at the end of the workshop for student to fill out and place in collection folder. Make sure NTGM cords, irons, table covers, kitchen supplies, etc. are returned to the storage area, stacked and covered neatly along the wall and the door locked. Participants clean up their tables and floor area. Make arrangements for the trash in the fellowship hall to be collected and put in the dumpster behind the building before leaving. Check to see if all is in order and turn off lights in the main room, kitchen (turn off the coffee pot), hallway, utility sink, storage closet (lock the door) and bathrooms. Lock church doors unless the church staff is setting up for another event.
- Photographs: Take photographs of the program and the workshop: members, progress on their projects and of the instructor (if you have permission) presenting, demonstrating and working with the students. Send your edited photos via Drop Box or email to Terrie Voigt, program chair and Eric Page, NTGM webpage editor, [eric20628@yahoo.com](mailto:eric20628@yahoo.com)

# WORKSHOP REGISTRATION

Karen Turckes Workshop Fee \$60

"Fabric Manipulation" Kit Fee \$30

November 12 - 13

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

## IMPORTANT

- Send one form and one check for each workshop.
- To pay by CHECK:  
Mail check(s), post-dated to the workshop date and made payable to NTGM, and registration form(s) to the address below.
- To pay with CASH:  
Place registration form and cash in available 'cash payment envelope' and give directly to one of the Program Chairs.

Do not add kit fee to your check. This fee is paid directly to the workshop presenter on the first day of the workshop.

### MAIL FORM and CHECK to:

Kathy Bricker

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Checks should be made payable to NTGM with the workshop selection in the memo line.

### QUESTIONS?

Contact:

Kathy 248-225-6608

# WORKSHOP REGISTRATION

Barbara Skimin Workshop Fee \$60

"Fractured Curves" Kit Fee \$2

January 14 - 15

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

## IMPORTANT

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- To pay with CASH:  
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**Do not add kit fee to your check. This fee is paid directly to the workshop presenter on the first day of the workshop.**

### MAIL FORM and CHECK to:

Kathy Bricker

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Checks should be made payable to NTGM with the workshop selection in the memo line.

### QUESTIONS?

Contact:

Kathy 248-225-6608

# WORKSHOP REGISTRATION

## Seminar Day

Judy Loyd Workshop Fee \$40

"Bias Batik Scrunched Scarf" Kit Fee \$2

February 11

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

### IMPORTANT

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- To pay by CHECK:  
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#### MAIL FORM and CHECK to:

Kathy Bricker

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Checks should be made payable to NTGM with the workshop selection in the memo line.

#### QUESTIONS?

Contact:

Kathy 248-225-6608

# WORKSHOP REGISTRATION

## Seminar Day

Sue Mathes Workshop Fee \$40

"Mini Dress Form Altered Book" Kit Fee TBD

February 11

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

### IMPORTANT

- Send one form and one check for each workshop.
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#### MAIL FORM and CHECK to:

Kathy Bricker

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Checks should be made payable to NTGM with the workshop selection in the memo line.

#### QUESTIONS?

Contact:

Kathy 248-225-6608

# WORKSHOP REGISTRATION

## Seminar Day

Claudia Scroggins Workshop Fee \$40

"Fabric Manipulation" Kit Fee \$3

February 11r

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

### IMPORTANT

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- To pay by CHECK:  
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- To pay with CASH:  
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Do not add kit fee to your check. This fee is paid directly to the workshop presenter on the first day of the workshop.

#### MAIL FORM and CHECK to:

Kathy Bricker

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Checks should be made payable to NTGM with the workshop selection in the memo line.

#### QUESTIONS?

Contact:

Kathy 248-225-6608

# WORKSHOP REGISTRATION

Sue Walton Workshop Fee \$60

"Weaving Texture on a Frame Loom" Kit Fee \$15

March 10 - 11

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

## IMPORTANT

- Send one form and one check for each workshop.
- To pay by CHECK:  
Mail check(s), post-dated to the workshop date and made payable to NTGM, and registration form(s) to the address below.
- To pay with CASH:  
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**Do not add kit fee to your check. This fee is paid directly to the workshop presenter on the first day of the workshop.**

### MAIL FORM and CHECK to:

Kathy Bricker

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Checks should be made payable to NTGM with the workshop selection in the memo line.

### QUESTIONS?

Contact:

Kathy 248-225-6608

# WORKSHOP REGISTRATION

Jan Frank Workshop Fee \$60  
"Stitching with Needle and Thread" Kit Fee \$20

April 14 - 15

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

## IMPORTANT

- Send one form and one check for each workshop.
- To pay by CHECK:  
Mail check(s), post-dated to the workshop date and made payable to NTGM, and registration form(s) to the address below.
- To pay with CASH:  
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Do not add kit fee to your check. This fee is paid directly to the workshop presenter on the first day of the workshop.

### MAIL FORM and CHECK to:

Kathy Bricker

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Checks should be made payable to NTGM with the workshop selection in the memo line.

### QUESTIONS?

Contact:

Kathy 248-225-6608

# WORKSHOP REGISTRATION

Nadine Cloutier Workshop Fee \$60

"Natural Dyeing without Chemicals" Kit Fee TBD

May 12 - 13

Today's Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

## IMPORTANT

- Send one form and one check for each workshop.
- To pay by CHECK:  
Mail check(s), post-dated to the workshop date and made payable to NTGM, and registration form(s) to the address below.
- To pay with CASH:  
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### MAIL FORM and CHECK to:

Kathy Bricker

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Checks should be made payable to NTGM with the workshop selection in the memo line.

### QUESTIONS?

Contact:

Kathy 248-225-6608