

Guelph Needlecraft Guild

New Member Orientation, Fall 2016

Tour of Meeting Place

Main room (East Pod) and small **classroom**.

Alcove for socializing and help.

Library cart. (Instructions below and on cart.)

Name tag box. You can leave your tag here or take it home. 25c fine if you don't wear your name tag when taking a class.

Bathrooms are in the main hall and the back hall.

Guild Cupboards contain **First Aid Kit**, extension cords, iron & ironing pads, coffee pots & supplies.

Lost & Found includes other guild equipment.

Please leave tables as you find them, to save costs.

Registration and Class Fees

Registration Package sent in summer.

Registration and **\$40 membership fee** due September. This fee covers all guild activities, including the alcove, except for classes.

Class fees are \$8/night, plus kit fees, due 2nd meeting. No refund for missed classes. Two spots reserved for new members (until end of Display Night).

This year only: **Non-members** may take up to 2 classes at \$20, and come to two nights at the alcove for free. If you decide to join, the difference in price will be applied to your membership for this year.

Late registrations are sometimes possible.

Classrooms reserved for registered class members only. Feel free to join the group in the **Alcove**.

If you will miss a course that you are registered for (or be late), please contact Education so someone can be moved up from the waiting list.

Other

New members are always welcome.

All forms and information will be on our website, www.guelphneedlecraft.wordpress.com.

Our Facebook social group is www.facebook.com/groups/guelph.needlecraft

Library

Library cart is open every Monday. Loan period is one month, or longer if no one is waiting. There is a fine in addition to replacement cost for lost items.

To borrow an item, follow the instructions on the cart.

Snow Days

We will do our best to email and call before 3pm. Please check your phone and email if the weather is bad. It will also be on the website and Facebook.

Snow Days will be made up in the spring.

First Meeting, Early September **General Meeting** and introductions.

See samples of the courses offered and meet the teachers. Last chance to change class selection.

Payment

First night of classes in September. (New this year)

Receive list of classes, kit fees, and invoice.

Pay for classes and kits.

Receive membership card.

Make name tag from kit provided (teachers available). Name tags help us to get to know one another!

General Meetings

September General Meeting is on the same night as **Course Display**.

February General Meeting.

December and **April** include a pot luck dinner. Bring dishes, cutlery, mug, and food to share. Earlier meeting time will be announced.

Show and Share is at all General Meetings except September. Bring items from guild classes or your own projects.

Coffee and tea (lug-a-mug) at all General Meetings.

Contacts

An all-member phone list will be sent in the fall. **This list is for Guild use only.**

Teacher contact information is in the registration package, which is online, and on your invoice.

Co-president: Catherine Stevenson, 519-265-8985
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www.guelphneedlecraft.wordpress.com