

## MISSION STATEMENT

The purpose shall be to foster the art of needlework: with special emphasis on work done with a needle with an eye and related disciplines; with an eye to encourage high standards of design and technique; and to bring together members who shall learn, share, teach and participate to the fullest extent in this endeavor.

## *FROM THE PRESIDENT*

**REMINDER** – Due to ELECTION DAY, we will NOT meet on our regular second Tuesday. We will meet on Tuesday, November 15<sup>th</sup>.

Remember to bring in your show and tell from the October quilling workshop. Annette did a super job of explaining the process to all of us quilling neophytes.

Attention beaders – don't forget about the new Special Interest Group on Beading that meets the first Tuesday of the month. I will be bringing in a large number of beads for sale, from the collection of a friend. These will be available at the Flea Market.

Finally, please note the changes to the January 2017 presentation and workshop. Kathy McMannis will talk about basketry, and teach a workshop on basic basketry.

We are still managing to have beautiful weather as we head into November, so how about some fall-inspired artwork?

Happy Fall,

*Debra Gash*





*From Membership Chair Barbara Gash*

November is another chance to renew your membership for this year of wonderful programs and workshops. It's still only \$40 and I will be at the door to greet you. And guests are always welcome for the morning presentations (\$5). New directories and bookmarks will be on the table for you to pick up.

See you soon.

You can always send a check for \$40 (made out to NTGM), to:

Barbara Gash  
2668 Douglas Drive  
Bloomfield Hills, MI 48304.

**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 **12:30 to 3:30**

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

**NEWSLETTER SUBMISSIONS** mcksews@gmail.com

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

**INSIDE THIS ISSUE**

November Program	3
December Whistlestop	4-5
January Program	6
February Service Day	7
March Program	8
April Program	9
May Program	10
Library Update	11
Membership Info	12-17
Workshop Supplies	18-24
Workshop Policies	25
Workshop Forms	27-31

# November Program

November 15 – 16

**NOTE: Dates are one week later than the usual meeting dates,  
as the church is a polling site on election day.**

## KAREN O'NEAL

### The Secret Life of Paper

Karen O'Neill will tell the fascinating history of paper with examples. She'll explain where and how paper developed and why we will never become a "paperless society". Karen's talk will be peppered with stories about her personal journey with paper, which began when she took a class at the U-M School of Art in 1987. She has been making paper ever since, pursuing her interest with studies at Haystack, Penland, and Arrowmont. In 1990, Karen began teaching papermaking classes at Hollander's in Ann Arbor and in 2001 she opened the Out-of-Hand Papermaking Studio, which offers instruction and workspace. I enjoy the look and feel of handmade paper, the spontaneity and surprises of the process, the one-of-a kind results, and it's many possibilities. The end result is so different from the materials one begins with--it's like spinning straw into gold!

## Workshop

"Paper to Books"

Transform a vat of wet pulp into a series of your own beautiful personal papers. After the paper has dried overnight, students will bind pages together to create unique, expressive art journals or sketchbooks. The free-spirited techniques are fun and make it is easy to create these little gems on your own. This workshop is for beginning papermakers as well as those with experience.

Kit Fee: TBD. See supply list on page 18.

Seats Available: 1

# December WhistleStop

December 13

Co-chairs for Whistle Stop are CLAUDIA SCROGGINS and CAROL BUSZEK. We will each be teaching two sessions (one in the morning and another in the afternoon) focusing on a particular concept or technique. These will be aimed at knitters who are comfortable with casting on, the knit and purl stitch, and binding off. Kathy Shuller will be teaching beginner knitting and helping with basic stitches.

At the September meeting various samples were on display to demonstrate the topics we will be teaching. However we will offer only 4 different classes, so we need your feedback about which ones you are most interested in. Please be prepared to vote at the October meeting for your favorite techniques or if you prefer to attend the beginner class. If unable to attend the meeting please email your choices to Carol Buszek at [clg@wideopenwest.com](mailto:clg@wideopenwest.com)

The fee for Whistle Stop will be \$5.00. Yarn and knitting needles will be available for your use that day or you may bring your own supplies. A list will be available several weeks before WhistleStop to give you an idea of what yarns to bring to produce the most successful results.

A brief description of possible classes is on the next page. We will have examples of these techniques at the October and November meetings, but you can also find many images online.

# December Whistlestop

December 13

**Intarsia** - Inserting patches of color as you knit by using different yarns. The 2<sup>nd</sup> yarn is twisted with the main color at the edges of the added motif. No yarn is carried across the rows as you work.

**Fair Isle** - Knitting with 2 colors in each row to produce multi-colored patterns. The usual finished product will have 4 - 5 colors total, with the un-used yarn carried on the back of the work. Also called color stranding.

**Double Knitting** - Uses 2 colors of yarn at once to produce an item that is composed of 2 layers of knitting with an image on the back that is the “negative” of the image on the front - i.e. the colors are reversed.

**Cables** - Most often seen in the classic Aran sweaters, cables are formed by crossing 1 or more stitches over others. The cables commonly look like braids or twisted rope, but the technique is adaptable to many variations.

**Bobbles** - Frequently a part of Aran sweaters, bobbles are simply ball-shaped adornments added into your work as you knit. The size is determined by how many stitches are increased and how many rows are knitted before decreasing back to the original stitch count.

**Short Rows** - A technique where you stop knitting before the end of the row, turn your work and knit back to the beginning. This will create a wedge shape and cause the edge of your work to curve. You will learn how to “wrap” your stitch and how to knit back to prevent holes. This can be used for heels on socks, bust darts on sweaters, creating curved edges on scarves, or ruffles.

**Entrelac** - The final item will look like it is made of knitted ribbons, woven together. It can be done in a single color or using as many colors as you wish. You start by knitting a row of triangles connected to each other at 2 points. Each row after that involves picking up stitches from the previous row and knitting individual rectangles all across the row, with triangles added at the ends of rows as needed to keep your work square.

**How to read a chart** - Many symbols have been created, for the common stitches as well as the less common ones - slip, knit 1, pass slipped stitch over(PSSO). You will learn how to use a chart for color work, cables, lace, or just simple texture patterns comprised of only knit and purl stitches.

# January Program

January 10 - 11

KATHY McMINN

## Traditional to Contemporary Basketry

Kathy is bringing a wide variety of baskets from the traditional, like the Shaker basket, to contemporary mixed media. She will discuss the style and tradition, as well as sharing some of the techniques used in the construction of these baskets. Some of the baskets will be for sale.

Kathy is the owner of *The Basket Sampler* in Highland, Michigan, which offers a complete line of high quality reed products, handles and specialty items. She has been in business for over ten years, both teaching and selling baskets and supplies.

Website: [www.thebasketsampler.com](http://www.thebasketsampler.com)

## Workshop

Tapestry Style Basket. This is a beginner to advanced basket. Build a 6' – 8" wooden baskets on a base mold using traditional weaving techniques and hardwood reeds. Once the basket is started, yarns, and other textured material are added to form and shape your own unique basket. Consider adding buttons, seashells, charms or trims to your basket.

Kit Fee: \$25.00. See supply list on page 20.

Seats Available: 18

# February

February 14

## CHARITY: DAYS FOR GIRLS

Days for Girls is an international grassroots 501(c) non-profit. The mission of the organization is to create a more dignified, free, and educated world through access to feminine hygiene solutions.

The handmade kits are distributed by the Livonia Days for Girls group. The kits include soap, wash cloths, panties, and handmade sanitary pads. The kit is an assembly line type process. NTGM will make the bag for the kits. The goal is to make at least 30 bags.

The bag is an eight step process:

(1) Wash material; (2) Iron material; (3) Cut material; (4) Iron material; (5) Serge sides; (6) Sew side seams and top; (7) String bags; (8) Sew label by hand.

### Supplies:

- Minimum of 10 yards of 100% cotton (1/3 yard of material per bag 12"x28"); preferably attractive, colorful material in a print that will not show dirt and stains easily.
- Grosgrain ribbon
- Sergers
- Sewing machines
- Irons

# March Program

March 14 - 15

## KIM ENSCH

### Transforming Papers and Fibers into Works of Art

Kim Ensich has always been fascinated with atmospheric perspective, building spatial depth, and creating interesting surface texture. She began exploring the possibilities of creating collages using paper and fiber, while keeping the illusion of depth that her paintings captured. She started using glue to adhere thin layers of assorted fine art papers and soon included cotton, silk, linen, and wool, as well as man-made fibers. Kim knew this was something special - something very unique. Kim will explain why she loves working in this medium, what type of fibers and papers are used, and demonstrate how they are stained to create collages.

Kim has spent many years studying fine art drawing and painting. An award-winning visual artist, her work has been shown in juried competitions, group shows, studio tours, and gallery exhibitions, and is collected nationally and internationally. Information on Kim's artwork, upcoming events, blog, and latest project for Art Prize is on her webpage: <http://kimensch.com>.

### Workshop

#### "Layered Paper and Fiber Collage"

Stain and paint assorted papers and fibers, allowing them to dry overnight. Then combine your fibers and papers to create a collage on a cradled hardboard panel or stretched canvas. Kim's approach is focused on developing creative skills through experiential and learner-centered art making. Kim will assist you in developing your painting skills by exploring and engaging many different approaches.

No Class Kit. See supply list on page 21.

Seats Available: Wait List

# April Program

April 11 -12

## KAREN TURCKES

### Exploring the Transformation of Fabric

Karen Turckes will share techniques for transforming fabric that include: manipulation by folding, gathering, crinkling, and sewing; transforming the color by dyeing; altering the pattern by printing, stamping, resists, and discharge or soy wax batik; and finishing with embellishments, hand-stitching, machine-stitching or quilting.

Karen is a full time fiber artist and teacher. She is a graduate of the Clothing and Textiles program at Michigan State University, and Jane Dunnawold's 'Art Cloth Mastery Program' in San Antonio, Texas. Her work is exhibited nationally. Karen's website is Windberry Studio, [www.windberrystudio.com](http://www.windberrystudio.com).

Karen will bring a selection items for sale: 100% cotton Patina art cloth, socks and other products using one or more surface design techniques – dyeing, overdyeing, soy wax resist, folded fabric manipulations, discharge, screening, stamping or hand painting.

### Workshop

Using a controlled low-water immersion dye technique, students will dye 8 yards of fabric resulting in 32 fat quarters of color to create a 12-part color wheel, a value gradation and a hue-to-hue gradation: experience hands-on gradating of a dye color; learn how to mix two dye colors to create many hues; see how to log the dye formula and make a sample notebook with your swatches of colored fabric, with their formulas, so each can be easily recreated. Basics color theory and its language will be reviewed, as well as a discussion of the ways in which color, hue, and value can dramatically enhance your artwork.

Kit Fee: \$75.00. See supply list on page 22.

Seats Available: 7

# May Program

May 9 - 10

## SANDY DEKKER

### Quiltangles

Sandy Dekker started with traditional quilting, but soon realized that she could explore and add other creative elements. Using free-motion quilting techniques and Zentangle designs for her inspiration, Sandy adds paint, beads and colorful thread to enhance her art quilts. Sandy will discuss the art and construction of her quilts. Many of her quilts are shown on Facebook:

<https://m.facebook.com/commitSandy-Dekkers-Art-Quilts-259270740767472/>.

### Workshop

“Be Brave...Create a Quiltangle”

Using the free-motion technique, sew an improvisational Zentangle (creating images from repetitive patterns) on black fabric to create a quilt. The class starts with drawing Zentangle designs on paper and sewing on practice fabric. Sandy will guide you as you sew on the black quilt fabric, encouraging you to be fearless. When the design is complete, it is painted with metallic paints, and you will be well on the way to completing a small quilt.

Kit Fee: \$12.00. See supply list on page 24.

Seats Available: 10



## NTGM Library News

November 2016

### NEW ITEMS

NTGM has inherited several bead books this month:

- ✚ Marcia DeCoster's Beaded Opulence – For those who love or want to learn RAW (right angle weaving), this book is full of hi-glam projects.
- ✚ Creative Beading – This collection is from Bead and Button Magazine, so there is a wide variety of stitches and designs. There is a section with wirework as well.
- ✚ Complete Beading – Jema Hewitt- Geared toward beginners, this spiral-bound book has great instruction and photos.
- ✚ Beaded Adornment – Jeanette Shanigan – Instructions for 23 sets of necklaces and earrings in 6 different techniques.
- ✚ Beading – Lucinda Ganderton – Another encyclopedic beading book, with projects in floral creation and home dec items, as well as traditional jewelry beadwork.

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.

### 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!!

## 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 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.

October 3	Mary Willsie	248-552-8136
November 7	Joyce Smith	248-647-0797
December 5	Kathy Shuller	248-398-1941
January 2, 2017	Jean Clark	248-646-0185
February 6	Barb Gash	248-338-3011
March 6	Susan Sonders-Nabor	586-291-5508
April 3	Arlene Lullove	248-613-3261
May 1	Sophie Malkowicz	248-618-9717
June 5	Jan Gammons	248-404-7597



### I P (I'm Prepared) Kit

- Basic Sewing Supplies  
Needles, pins, thread, thimble
- Scissors - paper and fabric
- Paper and pencil

## NTGM announces a **NEW** beading group

The NTGM Board has approved the creation of a new study group that will focus on beadwork. Everyone is welcome, from beginners to those who are 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.

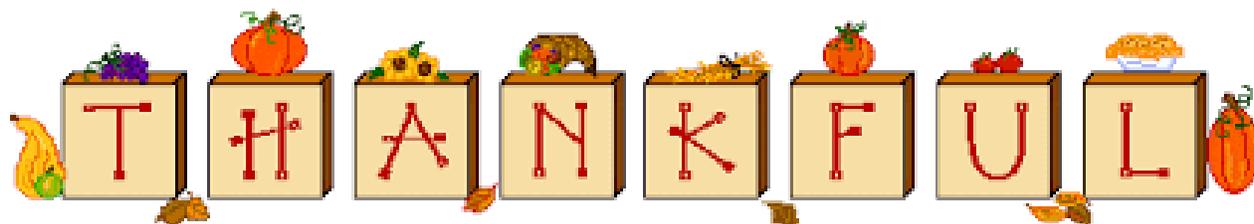
Bring your beads and your design/pattern/technique ideas, along with standard beadwork equipment (**work surface, small sharp scissors, beading needles and thread, task lighting, and magnification**).

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. Just let the hostess know that you will be attending, and we'll look forward to seeing you there.

December 6      Bead Shopping in Frankenmuth      Details to follow

January 3, 2017      Barbara Skimin      248-259-1581

Any questions? Contact Sharon at [mcksews@gmail.com](mailto:mcksews@gmail.com)



### **ARTFUL QUILTERS** 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)  
248-545-7145

ANN ARBOR FIBERARTS GUILD PRESENTS:

# HOLIDAY SALE 2016

Saturday, November 19

9am to 5pm



(left to right) Karen Losey, Jeanne Norman Sarna,  
Doreen Jessen, Bonnie Kay and Jenny Schu  
(background image) Ellen Willson



Washtenaw Community College  
Morris Lawrence Building  
4800 E. Huron River Drive  
Ann Arbor, MI 48105  
[annarborfiberarts.org](http://annarborfiberarts.org)

*Free admission! Demos & Informal Modeling all day long!  
Door prizes made by Guild members drawn every hour*

# Happy Thanksgiving!



# FELTED HAT WORKSHOP with ANNE FLORA

**When:** May 3<sup>rd</sup> – 9:30am to 3:30pm (filled)

May 4<sup>th</sup> – must receive minimum number of registrations by December 15<sup>th</sup>

**Where:** St. Stephens Church, 5500 N. Adams Road, Troy, MI 48098

**Number of Students:** Minimum 8 – Maximum 10 (to ensure individual attention)

**Registration Fee:** \$89.00

**Class Kit includes:**

**Kit Fee** \$20.00

- 4 ounces of Merino wool batt (choice of color - Turquoise, Cobalt Blue, Mallard (blue green), Sage, Chartreuse, Marigold, Black, Beige, Rose, Red, Fuchsia, Copper, Red Violet)
- A limited supply of prefelt Merino wool
- Soaps
- Anne's goodie bag of felt scraps and fabric scraps, and various yarns
- Detailed instructions
- Use of a felting ball.

**To Register:** Send your name, email address, home address, phone number, choice color of roving for your hat and a check for \$109.00. Check should be dated **May 1, 2017** and made payable to **Terrie Voigt, 2620 Coral Drive, Troy, MI, 48085**.

**Questions:** Contact **Terrie** at 248-703-5629 (leave a message) or [tvoigt03@gmail.com](mailto:tvoigt03@gmail.com)

**Student Supply List:**

- 2 cottage cheese containers
- 3 old towels
- Large scissors
- Small scissors
- 3 pairs Queen-size pantyhose (cheap ones – from the Dollar Store)
- Plastic grocery bag
- 3 household sponges
- Dishrag
- Smartphone, travel clock or watch with a minute hand (for timing the felting process)
- Apron
- Hand lotion (your hands will thank you after a day of felting!)
- Optional: softly spun wool yarn for embellishing

# FELTED HAT WORKSHOP with ANNE FLORA



## **Black Sheep Weavers Fiber Guild**

offers

### **The Magic of Thickened Dyes**

with

Terrie Voigt

Thursday, November 10<sup>th</sup>

9:30am - 3:30pm

Terrie demonstrates several dye techniques that show the versatility and control possibilities using thickened dyes.

Workshop fee is \$50 for non-members.

Class kit fee, payable day of workshop is \$20, and includes the use of dyed printing paste, chemicals for activating the dye, chemical water, small sponges, cups and handouts.

For more detailed workshop and registration information please visit

[blacksheepweavers.com/workshops](http://blacksheepweavers.com/workshops).

To register contact Annette Shaffer at [annette@annieswoolworks.com](mailto:annette@annieswoolworks.com)

or mail a check, payable to Black Sheep Weavers, to

6435 Spaulding Road, Howell, MI 48855.

## **CAMEO Quilter's Guild**

CAMEO is an acronym for "COME AND MEET EACH OTHER"!

Join us on the third Thursday of the month, September through June.  
Doors open at 6:30pm; meetings begin at 7:00pm (guest fee at the door)

Clawson United Methodist Church  
205 N. Main Street, Clawson, MI 48017  
(north of 14 Mile Road on the west side of Main Street)

[www.cameoquilters.org](http://www.cameoquilters.org)

## November Workshop Information

**Karen O'Neal**

### **“Paper to Books”**

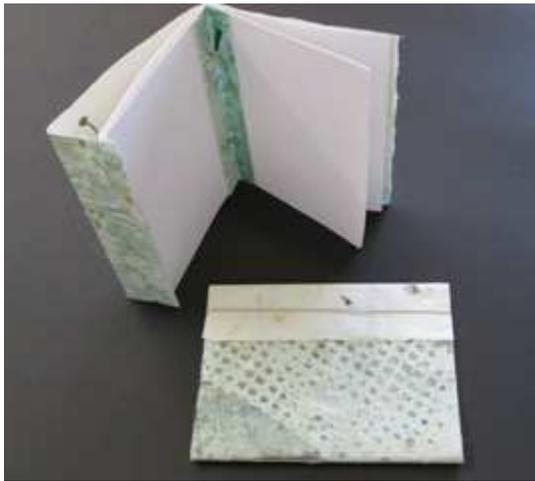
**Kit Fee: \$18.00**

#### **Kit includes the use of:**

- Prepared paper pulp
- Sizing
- PVA (glue)
- Polyvine (sealer)
- Waxed paper
- Waxed linen thread
- Grommets
- Elastic closures
- Glue brushes
- Paper for journal pages
- Molds, felt, sheeting
- Hangers

#### **Student Supply List**

- Paper and pencil for note taking
- Ruler
- Tapestry needle
- Apron, towel, and small bucket
- Exacto knifer and cutting mat
- Items to texture your paper (should be thin and flexible), such as lace, string, textured plates, rough cloth
- Decorative items, such as flower petals (dried and/or artificial), sequins, beads, embroidery thread, Perle cotton, yarn scraps, fabric trimmings
- Items we can share (most can be found at an art or bookmaking supply store): an awl or paper punch, bone folder or scoring board, drying rack, fan



## *January Workshop Information*

**Kathy McMinn**

### **“Tapestry Style Basket”**

**Kit Fee:** \$25.00

**Kit includes:**

- Hardwood base
- All materials to weave the basic basket

**Kit includes the use of:**

- Mold and tools

**Student Supply List**

- Apron
- Small towel
- Scissors
- Yarn, fibers, and trims

Kathy will bring additional basket supplies and some fun yarns for purchase.



## *March Workshop Information*

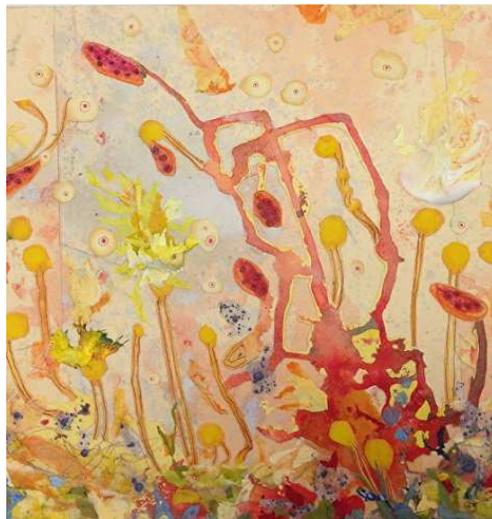
**Kim Enschede**

### **“Layered Paper and Fiber Collage”**

**No Class Kit**

#### **Student Supply List**

- TBD – All materials should be easy to find.



## **Karen Turckes**

### **“Transforming Fabric by Dyeing”**

**Kit Fee:** \$75.00

#### **Kit includes:**

- Eight (8) yards of PFD patina pre-washed fabric, torn into one yard pieces (valued at \$72); extra fabric will be available for purchase
- All dyes and chemicals used in class

#### **Student Supply List**

- Rubber gloves
- Apron
- 2-cup pitcher-type measuring cup – must have ¼ cup increment markings
- Water pitcher with pouring spout, any size
- Measuring spoons – must have ¼ teaspoon; 1/8 tsp. is helpful but not essential
- Two 2½ gallon (or larger) buckets
- Cat litter tray
- Box of gallon size Ziploc bags
- 32 quart size Ziploc bags
- Plastic spoons
- Twelve 12-ounce clear plastic cups (for measuring and mixing dyes)
- Stapler
- Sharpie marker
- Paper towels
- Old towel, washcloth, rags
- Plastic table covering
- Notebook and pencil/pen
- Optional: a little extra fabric, pre-washed; color wheel; three plastic page protectors (for your papers)

The dollar store is a good source for many of these supplies. Designate kitchen utensils, measuring tools, cups, trays, containers, etc. *to be used **only** for the dyeing process.* Consider labeling your tools. **Wear old clothes.**



**Sandy Dekker**

**“Create a Quiltangle”**

**Kit Fee: \$12.00**

**Kit includes:**

- Use of Lumiere fabric paints

**Student Supply List**

- Sewing machine with free-motion capability
- Open toe or clear machine foot
- One yard of black fabric – the tighter the weave, the easier it will be to paint
- Cotton batting – at least 20”x20” (Warm and Natural and Warm and White both work well)
- One or two bobbins with black thread
- Spool of thread (color is your choice – white is recommended)
- Chalk pencil
- Rotary cutter and cutting mat
- Iron and ironing mat (optional)
- Beads and colorful threads for embellishment
- Painting brushes
- Apron
- Table and floor protection
- Cleanup supplies



## 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

## WORKSHOP REGISTRATION

Karen O'Neill	Workshop Fee	\$60
"Paper to Books"	Kit Fee	\$18

November 15 - 16

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:**

Terrie Voigt  
2620 Coral Drive  
Troy, MI 48085

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

#### **QUESTIONS?**

Contact:

Terrie tvoigt03@gmail.com

Arlene loveaep@hotmail.com

## WORKSHOP REGISTRATION

Kathy McMinn Workshop Fee \$60  
"Tapestry Style Basket" Kit Fee \$25

January 12 - 13

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

Name \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

Email \_\_\_\_\_

### IMPORTANT

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Arlene loveaep@hotmail.com

## WORKSHOP REGISTRATION

Kim Ensich	Workshop Fee	\$60
"Layered Paper and Fiber Collage"	Kit Fee	None

March 14 - 15

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

Name \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

Email \_\_\_\_\_

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#### **QUESTIONS?**

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Arlene loveaep@hotmail.com

## WORKSHOP REGISTRATION

Karen Turckes	Workshop Fee	\$60
"Transforming Fabric by Dyeing"	Kit Fee	\$75

April 11 -12

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

Name \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

Email \_\_\_\_\_

### IMPORTANT

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Troy, MI 48085

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#### **QUESTIONS?**

Contact:

Terrie tvoigt03@gmail.com

Arlene loveaep@hotmail.com

## WORKSHOP REGISTRATION

Sandy Dekker Workshop Fee \$60  
"Create a Quiltangle" Kit Fee \$12

May 9 - 10

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

Name \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

Email \_\_\_\_\_

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