

EDQG 2025-2026
Board Meeting Minutes

Location: Zoom Meeting (ID 838 3745 5461)

Date/Time: Wednesday, 26 November 2025.

Attendees: Cathy Julien, Melissa Daoust, Connie Errity, Pam Beaven, Margaret Landon, Charlene Marshall, Marjanne Geeraert

Absent: Myrna Purser, Charlene Thompson

#	Description	Discussion Notes	Action
1.0	Governance		
1.1	Call to Order		
1.2	Agenda (Melissa) 1. Call for Additions 2. Approval		Motion: Melissa called meeting to order No changes to agenda Connie and Charlene accepted – all approved
1.3	Minutes (Cathy J.) ▪ 22 October 2025 1. Call for amendments 2. Approval of Minutes		Motion: Connie and Pam accepted – all approved
1.4	Chair Report (Myrna)	See report	Myrna on vacation
1.5	Vice Chair Report (Cathy)	No report this month	
1.6	Past Chair (Melissa) 1. Kit Donation from Kim Caskey	See report Kim advised at meeting regarding give away item Kathy S offered to oversee as a guild project How should we proceed? Could be used as raffle for the show or fund raiser Charlene – need to set some rules around how donations can be done. Announced at meeting was not best approach. Marjanne – made a motion to donate a Quilts of Valor for Leslie Wall at a value of 1000.00. Leslie started the quilts of valor program and as a result has contributed to the community and veterans for years.	Decision we will accept the donation as a guild project and once complete the board will determine what it can be used for. We will take Kathy S up on her offer to coordinate, Likely would make 1 for a draw and then raffle the extra's We will complete an inventory of what is in the donation package by Kim. Decision; put the motion on hold and revisit at the January meeting - We will check past to determine if there is president regarding recognition of past members.

			<p>Connie suggested that the cost would come out of the boards operating costs.</p>	<p>We should consider a procedure regarding acknowledging members that have passed to ensure we are consistent and fair in our approach.</p>
1.7	Secretary (Charlene T)		No report this month	
1.8	<p>Treasurer's Reports (Connie)</p> <ol style="list-style-type: none"> 1. Financials 2. Approval to post Founding Members and Silver Thimble membership costs as per report 3. Inventory List to be updated 		<p>See financials and report</p> <p>Connie we are very pleased we are now with ATB.</p> <p>Connie balances each groups budgets – looking for approval to record we have 10 Silver Thimble and founding members that did not pay this year.</p> <p>Connie sent out an inventory list and very few responded she will need to go to the storage area and verify what is truly in inventory as assets.</p>	<p>Motion by Connie and Pam second – all approved.</p> <p>Decision Myrna, Mellisa and Connie will meet and go through and verify what we have. This is also of benefit for insurance purposes.</p>
1.9	<p>Director of Governance (Marg)</p> <ol style="list-style-type: none"> 1. Membership Report <ol style="list-style-type: none"> a. Discussion: Respect to Volunteers b. Decision: Backdating membership renewal date 		<p>No report this month</p> <p>Marg talked to membership ladies and the indicated they are out of pins, Melissa believes that they were ordering pins but if this is not the case we can revisit at the next meeting.</p> <p>An individual was abusive about payment issues for her membership. We may need to procedures dealing with individuals who's behavior is not acceptable</p> <p>A member did not pay time and her membership lapsed. She asked if it could</p>	<p>Decision Bring this up with Myrna to obtain her thoughts. Marjanne will look into the by laws and see if additional policy /procedure is needed.</p> <p>Agree with Debbie's recommendation that</p>

			be back dated. Debbie brought this forward to the board for consideration.	we do not back date the membership.
	1.10	Director of Education (Charlene M)	See report 41 people attending the in person sew day on November 29, Laurie G. will be looking into other venue options.	
	1.11	Director of Member Services (Marjanne) 1. Payment of Mail Chimp 2. Cognito Forms change	See committee reports All areas must continue to pay for the items and submit to Connie for reimbursement. Cognito forms has changed the volume allowed on their free account. Charlene will have to pay and submit to Connie for reimbursement.	Decision – Board support proceeding with the annual fee. We will revisit in the new year if her but budget needs to be increased due to the annual payment,
	1.12	Director of Community Outreach (Pam) 1. Community Service Money request and increase to budget next year	See committee Reports Judy is recommending and increase in budget to allow her to purchase 2 rolls of Hobbs Batting. Marjanne will be in Calgary and is willing to pick up the batting if she is informed where to go and when.	Pam motion to purchase 300 of batting for this year for the community service. Marg seconded and all approved.
2.0	Operational			
	2.1	Incoming/Outgoing Communications		
3.0	NEXT MEETING: Date: 28 January 2026 – 7:00 p.m. Meeting adjourned at: 8:29 p.m.			

EDQG Board Reports
Period ending: 26 November 2025

Executive or Committee Role	Chair
Executive or Chairperson Name	Myrna Purser
Report Date	November, 2025
For Information	
<ul style="list-style-type: none"> • Strategic Planning Session – held on October 18 th , 2025. Was facilitated by the Alberta Government Facilitators Debbie Hagman and Salamane Yameogo. Well attended by the Board and lots of ideas were thrown around. Glynis Wilson also attended and made valuable contributions from a young person’s perspective. We had a post session discussion on November 4 th to discuss and decide what items we will proceed with this year and the next few years; • Attended ZOOM meeting with the Ad hoc Committee to discuss the Rumbold donation; decided we should consult with a lawyer; Melissa D. to research lawyers and select one to contact; • Attended ZOOM meeting Oct. 29/25 with Melissa, Dave Rumbold and Arnold Rumbold; Dave will get in touch with Matt at the Edmonton Community Foundation to see if he can give us direction with regards to a partner with whom to work (donation); Met with Matt, Dave, Arnold and Melissa by ZOOM on Nov. 6 th to discuss how the ECF could work with us to manage the funds for us without the need to obtain charitable status; • Book Donation – emailed Sandra Plouffe to contact the lady, to notify her that we do not allow sales at our meetings; Sandra will see if there are any books that the guild might want and to offer to advertise her book sale if she has a sale; • ATB – I now have access to approve expense claims; • I will be away on vacation from Nov. 11 – 28 th , 2025; I have asked Melissa to MC the November guild meeting and to chair the November executive meeting; (Thanks Melissa!). 	

Executive or Committee Role	Vice Chair
Executive or Chairperson Name	Cathy Julien
Report Date	November, 2025
For Information	
No report	

Executive or Committee Role	Past Chair
Executive or Chairperson Name	Melissa Daoust
Report Date	November, 2025
For Information:	
<ol style="list-style-type: none"> 1. Rumbold Donation- Ad Hoc Committee Myrna, David R and Melissa met with Matt Mandrusiak from Edmonton Community Foundation. Matt was very confident that he could connect us with a charity that would manage the donation. He assured us that this is a common practice. He has set up a meeting with a potential host and will get back to us near the end of November with more information. We have gathered a few lawyers’ names but we are waiting until after we hear from Matt to make the next move. 2. ATA - I have contacted the ATA to ask for 90 chairs and 6 less tables in the room to accommodate our numbers and let them know that the microphone batteries were not charging. I am still waiting for a contract to sign from the ATA. 3. Kim Caskey announcement – Kim was given a quilt kit as a thank you to the Guild, she offered it to anyone that wanted to do it and a number of people voiced interest - leaving us with a decision on how to handle it. I have asked Kim to send me detailed information on the kit she was given. 	
For Discussion:	
Kathy Strawson has volunteered to organize a guild project with the kit. It could then be used as a raffle quilt or donation from the Guild.	
For Decision:	
Recommendation on what to do with the kit.	

Executive or Committee Role	Secretary
Executive or Chairperson Name	Charlene Thompson
Report Date	November, 2025
For Information:	
No report	

Executive or Committee Role	Treasurer
Executive or Chairperson Name	Connie Errity
Report Date	November, 2025
	Financials to October 2025

Silver Thimble & Founding Member List as of October 2025			
Brown	Viola	founding member - does not pay	\$ 55.00
Burwash	Elinor	founding member - does not pay	\$ 55.00
Colclough	Sylvia	founding member - does not pay	\$ 55.00
Layton	Marg	founding member - does not pay	\$ 55.00
Lynas	Hilary	Silver Thimble - doesn't pay this year	\$ 55.00
Midbo	Louise	founding member - does not pay	\$ 55.00
Mustard	Marney	Silver Thimble - doesn't pay this year	\$ 55.00
Rae	Helen	founding member - does not pay	\$ 55.00
Ross	Carolynne	Silver Thimble - doesn't pay this year	\$ 55.00
Roth	Ella	founding member - does not pay	\$ 55.00
			\$ 550.00

Executive or Committee Role	Director of Governance
Executive or Chairperson Name	Margaret Landon
Report Date	November, 2025
For Information:	
Report as per committee areas below	

Executive or Committee Role	Endowment
Executive or Chairperson Name	Kathy Strawson
Report Date	November, 2025
For Information/Discussion:	
No report	

Executive or Committee Role	Membership
Executive or Chairperson Name	Debbie Bykowski
Report Date	November, 2025
For Information	

	as at 20-Nov-2025
Renewals for Current Year	180
Lapsed Members Rejoining	9
Founding Members (no charge for membership)	7
Silver Thimbles (no charge for membership)	3
	199
New Members	29
Total Current Membership	228
Current membership is comprised as follows:	
Full	63
Senior	155
Founding Members	7
Silver Thimbles	3
Total Current Membership	228
Prior Year Membership	225
Prior Year Members Not Renewed	30

The report is self explanatory, but I would just add a few comments.

- 199 members have renewed in one form or another, while 30 members have not renewed
- 29 new members. Interesting to note that our prior year saw 18 new members.

For Discussion:

On October 15, which happened to be the date of our October meeting, I received a membership application from Bernice Aebly. We did not receive her payment at that time. When Bernice arrived in person at the meeting, I greeted her and acknowledged that we had received her membership form and mentioned that her membership would be considered lapsed. She was very angry and called us a bunch of “bitches” and did I know how much she had done for this guild. I suggested that she speak with the Chair for further assistance. I remained calm, but this interaction, which was overhead by a prospective member, may have created a negative impression.

I am bringing this to the Board's attention for awareness and possible action. It might be helpful to remind members that we are all volunteers and should be treated with respect.

For Decision:

I received an email from a member, Pauline Kratky, on October 27, noting that she didn't get her membership renewed by September 30, as they were in Europe from September 15 to October 21. I told her that her membership would be considered lapsed. She indicated that she has been a member since 2011 and was there anyway that I could backdate her membership. I told her that I would take her request to the Board. To date, she still hasn't submitted a membership form nor a payment – she is probably waiting for our decision.

My recommendation is that we do not allow this membership to be backdated, for a couple of reasons:

- It sets a precedent that could become a slippery slope in the future; and
- All members received numerous notifications of the deadline for renewal, either through guild meetings, newsletters, and me sending out reminder emails to those that hadn't renewed.

Please let me know your decision and I will advise Pauline Kratky accordingly.

Executive or Committee Role	Director of Education
Executive or Chairperson Name	Charlene Marshall
Report Date	November, 2025
For Information:	
See committee reports below	

Executive or Committee Role	Program
Executive or Chairperson Name	Kathy Logan de Chavez
Report Date	November, 2025
For Information	
In addition to our January speaker (Hermina Joldersma) we are going to show a FAN exhibit in advance of the meeting. Sharon Rubuliak will be responsible for displaying the pieces on tables.	

Executive or Committee Role	Retreats
Executive or Chairperson Name	Laurie Gerzanich
Report Date	November, 2025
For Information	
No report	

Executive or Committee Role	Sew Days
Executive or Chairperson Name	Cathy Tomm
Report Date	November, 2025
For Information	
Upcoming Zoom sew day dates: Dec 13	

Executive or Committee Role	Director of Member Services
Executive or Chairperson Name	Marjanne Geeraert
Report Date	November, 2025
For Information:	
<ol style="list-style-type: none"> 1. Documentation Efforts Sept 2025 <ol style="list-style-type: none"> a. The Gold Sponsorship Procedure/Process will eventually need to be documented b. Job Descriptions for all the positions under this portfolio need to checked/and or developed 2. The Mail Chimp service: Through the payment trails it is seen that we (Vicki) is paying about \$17 a month for us to use MailChimp. I would like this payment to be moved to the same place where the website and business payments are made and moved out from under Newsletter. I need to find out if we are paying MailChimp for every month, or just the months we send the newsletter. My assumption is that it would be every month because we can email blast during the summer too. 	
For Decision:	
Can we pay for MailChimp once a year instead of monthly? – I want to confirm I will have this done after this meeting	

Executive or Committee Role	Webmaster
Executive or Chairperson Name	Charlene Thompson
Report Date	November, 2025
For Information	
Cognito Forms, the online "software", I use for forms has changed their free account. As of November 1st the following upcoming changes to the free Individual plan took effect.	
<ul style="list-style-type: none"> • The monthly entry limit will change from 500 entries to 100 entries • The convenience fee for payments collected through Stripe will increase from 1% to 2% (on top of Stripe's standard fees). 	

We don't use the payment option with Stripe so that doesn't affect us, but the decrease in entries may be an issue, especially when we have multiple events open for registration or when membership renewals are expected.

I did look for other options, but everyone is pretty similar now for their "free accounts" if they have one. Many like to give you a "7-day" trial and then you pay the subscription. I tried Google forms briefly, and it may be an option, but I need to work more with it to know.

We can pay monthly (19.00USD a month) for cognito forms and "turn on/turn off" the monthly charge as needed when we expect more use of the forms (ie over 100 entries in the month); basically what we have done when the quilt show registration was needed, or we can consider paying "in advance" (ie annually or biannually) for up to 20% off. (example it is 10% off the PRO account if we pay for 12-24 months in advance, but 20% off if we pay a minimum of 20 months in advance with 3 users to the account) (Users to the account are people who are "administrators" to the account and can add/delete etc the forms. The paid accounts have 2 for the default/the free account only has one.)

Attached (at the end of the report pages) is the summary of the different plans at Cognito forms.

At the moment, "turning on/off" the charge for Cognito Forms will likely be the answer, but just like we are considering "software" like Google workspace, Canva, and the addition of software for the quilt show, there will likely be other "technology" that the guild may end up paying for in the future as those "apps/features/additions" get used more often going forward.

For Discussion/Decision:

"Turning on" the charge for Cognito Forms when workshops and other registrations will make entries >100 in the month

Executive or Committee Role	Communications
Executive or Chairperson Name	Marjanne Geeraert
Report Date	November, 2025
For Information	
<ol style="list-style-type: none"> 1. Member Prize Allotments for the Month: <ol style="list-style-type: none"> a. Winners of the month of October are: Carolyn White, Ione Claiborne, A-line Janix b. Winners of the month of November are: Dianne Firth, Pat Aldridge, Hermitage Joldersma 2. Cards Sent Out: Audrey sent out ?? cards, a congrats and a thinking of you support card. 	

Executive or Committee Role	Library
Executive or Chairperson Name	Sandra Plouffe
Report Date	November, 2025
For Information:	
<ol style="list-style-type: none"> 1. Library Book Raffle for November 2025 raised \$231.00! 2. Two books were raffled: <ol style="list-style-type: none"> 1. Christmas in Europe by Gudrun Erla was won by Jill Moore, green ticket #001874. 167 tickets were sold. 2. The Little Ghost Quilt's Winter Surprise by Riel Nason was won by Diana Schmidt, green ticket #001689. 107 tickets were sold. 3. Library Books Signed Out <ol style="list-style-type: none"> a. 48 library books were signed out by 21 members! 4. Several books have been purchased for the upcoming library raffle draws. 5. Twenty-seven donated books have been added to the library collection so far this guild year. They have been processed and will be ready to be borrowed at the January meeting. When I have completed the book list, I will send it to Charlene to add to the library book listing on the website. 	

Executive or Committee Role	Director of Community Outreach
Executive or Chairperson Name	Pam Beavan
Report Date	November, 2025
For Information:	
See committee reports	

Executive or Committee Role	FFAA Representative
Executive or Chairperson Name	Judy Schofield
Report Date	November, 2025
For Information	
No report	

Executive or Committee Role	Community Services
Executive or Chairperson Name	Judi Coté
Report Date	November, 2025
For Information	

1. We have been asked to give a quilting class to ESL students at Norquest College. December 3, 1230-2:00 pm. Lezlee Tuthill, who works at Norquest went to see what they have for machines and supplies and Vicki Robson will work with the Instructor to make a plan for supplies needed. The students can all sew.
The donation coordinator from Tarra Centre also asked if we might be interested in giving quilting classes to their students. That might be how to use a sewing machine first.
2. EDQG members have been very busy since September. 145 quilts and table toppers and 4 tea towels.
We still have at least ten tops that need backs and more will roll in before Christmas as we are meeting Monday, November 24th and Tuesday, December 9th for sew days at the FFAA Studio.
60 quilts were delivered to Terra Centre for their Christmas Party bundles and one quilt to be included in their silent auction.
3. Since April 1st we have used almost 4 rolls of batting. One from the budget of the last fiscal year and 3 that the Board bought also last year with surplus funds when we thought batting costs were going up. We have funds for one more roll in our budget but this is what I would typically buy at the end of March to start the next fiscal year in April. We have not received as much batting scraps as previous years to make up for quilts. We are very grateful to the members who use their own supply of batting but not all members can afford that. The number of charity quilts has been steadily going up and so has the interest in this committee.
My recommendation is to increase the Community Service Committee budget by \$300 this year so I can purchase 2 rolls of Hobbs 80/20 from Alberta batting Company to cover now until March 31st. (cost \$265.72 plus GST) I also recommend that the Community Service Committee Budget cover 6 rolls of batting for the 2026-2027 fiscal year.
Alberta Batting Company won't deliver to Edmonton until April next year but Marjanne Geeraert has offered to pick up in Calgary as she goes there quite often.
Cost of printable sheets has also gone up. I was able to purchase 30 sheets for \$82.94 from Quiltessential. At 8 labels per sheet it works out to \$0.35 per label.
4. I submitted an inventory List to the EDQG Treasurer. All of our supplies are at the FFAA Studio. We do not use the Storage Locker for any supplies.
5. At the present time we are managing to fit into the FFAA Studio but will need to think about what options we have if we outgrow this space.

Executive or Committee Role	Festival of Quilts
Executive or Chairperson Name	Melissa Flaherty & Sharon Miskew
Report Date	November, 2025
For Information:	

We're meeting with the Saville Centre mid Dec for our first discussions on booking dates available and preferred. No decisions are expected to be made at that meeting.

Incoming/Outgoing Communications	

Board Report

Edmonton and District Quilters Guild

For the period ended October 31, 2025



Prepared by

Connie Errity

Prepared on

November 8, 2025

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Statement of Activity

April 1-October 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
41 Past Chair Income	
4110 Banquet Income	\$4,156.75
Total for 41 Past Chair Income	\$4,156.75
42 Community Outreach Income	
4200 Community Services Income	\$150.00
4300 Quilt Show Income	
4356 Quilt Show Online Raffles	\$5,861.72
4360 Quilt Show Vendor Income	\$14,136.55
4365 Quilt Show Sponsorships	\$617.40
4370 Quilt Show Admission	\$22,324.75
4380 Quilt Show Fall Quilt Raffle	\$4,345.00
4381 Quilt Show Gift Basket Raffle	\$3,925.00
4390 Quilt Show Donations	\$128.60
Total for 4300 Quilt Show Income	\$51,339.02
Total for 42 Community Outreach Income	\$51,489.02
44 Education Income	
4400 Program Income	
4410 Sew/UFO Days Income	\$1,455.00
Total for 4400 Program Income	\$1,455.00
4500 Retreats Income	
4520 Retreat - Fall Income	\$13,583.04
Total for 4500 Retreats Income	\$13,583.04
Total for 44 Education Income	\$15,038.04
46 Governance Income	
4600 Membership Income	
4610 Membership Fees	\$15,572.22
Total for 4600 Membership Income	\$15,572.22
Total for 46 Governance Income	\$15,572.22
47 Member Services Income	
4700 Library Income	
4710 Library Raffle Income	\$609.00
4720 Library Book Sale	\$131.45
Total for 4700 Library Income	\$740.45
4780 Vendor Advertising	\$2,100.00
Total for 47 Member Services Income	\$2,840.45
48 Interest Income	\$208.06
49 45th Anniversary	\$75.43
Square Fee's Collected	\$96.21
Total for Income	\$89,476.18
Cost of Goods Sold	

DISTRIBUTION ACCOUNT	TOTAL
Gross Profit	\$89,476.18
Expenses	
61 Past Chair Expense	
6110 Banquet Expense	\$4,943.97
6210 Prairie Rose Show Expense	\$725.00
Total for 61 Past Chair Expense	\$5,668.97
62 Community Outreach Expense	
6200 Community Services Expense	
6210 Charity Supplies	\$927.01
Total for 6200 Community Services Expense	\$927.01
6300 Quilt Show Expense	
6310 Quilt Show Raffle Expense	\$4,146.45
6320 Quilt Show Expense	\$36,197.53
Total for 6300 Quilt Show Expense	\$40,343.98
Total for 62 Community Outreach Expense	\$41,270.99
64 Education Expense	
6400 Program Expense	
6410 Sew/UFO Days Expense	\$500.00
6430 Workshop - Spring Expense	\$182.50
6450 Global Quilt Connections	\$439.15
6460 Speaker Fees	\$1,154.61
Total for 6400 Program Expense	\$2,276.26
6500 Retreat Expense	
6520 Retreat - Fall Expense	\$11,072.11
Total for 6500 Retreat Expense	\$11,072.11
Total for 64 Education Expense	\$13,348.37
66 Governance Expense	
6600 Membership Expense	
6620 Membership Supplies Exp	\$428.87
Total for 6600 Membership Expense	\$428.87
Total for 66 Governance Expense	\$428.87
67 Member Services Expense	
671 Library Expense	
6710 Library Raffle Prizes	\$115.68
6720 Library Book Purchases	\$189.87
Total for 671 Library Expense	\$305.55
675 Communications Expense	
6770 Website Expense	\$201.44
6780 Member Prizes	\$121.09
Total for 675 Communications Expense	\$322.53
Total for 67 Member Services Expense	\$628.08
685 Guild Grants	
6860 Continuing Education Grant	\$500.00

DISTRIBUTION ACCOUNT	TOTAL
Total for 685 Guild Grants	\$500.00
68 Administration	
6805 Square Fees	\$133.25
6806 Bank Fees	\$106.47
6815 Computer Software	\$690.50
6820 Insurance - Liability	\$300.00
6835 Postal Box Rental	\$219.45
6840 Rental - Meeting Facility	\$2,315.00
6845 Rental - Meeting Virtual	\$283.38
6846 Board Meeting	\$42.00
6850 Rental - Storage Space	\$1,890.00
6855 Miscellaneous Expense	\$94.48
Total for 68 Administration	\$6,074.53
690 Memberships	
6910 CQA	\$84.00
Total for 690 Memberships	\$84.00
69 45th Anniversary	\$450.43
Total for Expenses	\$68,454.24
Other Income	
Other Expenses	
Profit	\$21,021.94

Cognito Forms Plans

	Individual	Pro	Team	Enterprise
<p>Create powerful forms free</p> <h1>FREE</h1> <p>Get started</p> <p>1 user ⓘ</p> <p>No guest access</p> <p>Unlimited forms</p> <p>100 entries / mo.</p> <p>Accept payments see details</p> <p>100 MB of storage</p>	<p>Build advanced forms with no ads</p> <h1>\$19 / mo.</h1> <p>Start Free Trial</p> <p>No credit card required</p> <p>2 users ⓘ</p> <p>No guest access</p> <p>Unlimited forms</p> <p>2,000 entries / mo.</p> <p>Accept payments see details</p> <p>1 GB of storage</p>	<p>Create flexible workflows and use Square and PayPal</p> <h1>\$39 / mo.</h1> <p>Start Free Trial</p> <p>No credit card required</p> <p>5 users ⓘ</p> <p>5 included guests see details</p> <p>Unlimited forms</p> <p>10,000 entries / mo.</p> <p>Accept payments see details</p> <p>10 GB of storage</p>	<p>Connect teams and empower departments</p> <h1>\$129 / mo.</h1> <p>Start Free Trial</p> <p>No credit card required</p> <p>20 users ⓘ</p> <p>20 included guests see details</p> <p>Unlimited forms</p> <p>Unlimited entries</p> <p>Accept payments see details</p> <p>100 GB of storage see details</p>	

Workflow Automation

	Individual	Pro	Team	Enterprise
Custom Document Templates ⓘ		\$4/template/month	\$4/template/month	10 templates free + \$4/template/mo.
Calculations	●	●	●	●
Conditional Logic	●	●	●	●
Notifications ⓘ	●	●	●	●
Quantity Limits ⓘ	●	●	●	●
Email Attachments ⓘ		●	●	●
Multiple Email Notifications ⓘ		●	●	●
Resend Email Notifications ⓘ		●	●	●
Auto-Create Entries ⓘ			●	●
Client Portal ⓘ			●	●
Guest Access ⓘ			●	●
Verified Email Domains ⓘ			●	●
Workflow Links ⓘ			●	●
Workflow Tasks ⓘ			●	●

	Individual	Pro	Team	Enterprise
Workflow Tasks ⓘ			●	●
Data Management				
Exporting ⓘ	●	●	●	●
Bulk Actions ⓘ		●	●	●
Bulk File Downloads ⓘ		●	●	●
Form Folders ⓘ		●	●	●
Importing ⓘ		●	●	●
Saved Entry Views ⓘ		●	●	●
Security & Compliance				
Audit Log	1 week	1 month	6 months	2 years
Authenticated Forms	●	●	●	●
Data Encryption			●	●
Customize Appearance ⓘ				●
Folder Permissions ⓘ				●
HIPAA Compliance ⓘ				●
Require Single Sign-On ⓘ				●
Require Two-Factor Authentication ⓘ				●
	Individual	Pro	Team	Enterprise
Audit Log	1 week	1 month	6 months	2 years
Authenticated Forms	●	●	●	●
Data Encryption			●	●
Customize Appearance ⓘ				●
Folder Permissions ⓘ				●
HIPAA Compliance ⓘ				●
Require Single Sign-On ⓘ				●
Require Two-Factor Authentication ⓘ				●
Integrate Data With Existing Tools				
API Requests ⓘ		2,000/month see details	10,000/month see details	100,000/month see details
Cognito Forms API ⓘ		●	●	●
JSON Webhooks ⓘ		●	●	●
Online Payment				
Stripe Payments ⓘ	●	●	●	●
Card on File			●	●
PayPal Payments ⓘ			●	●
Square Payments ⓘ			●	●

All prices are shown in USD unless otherwise noted. Sales tax may apply in some jurisdictions.