

MQ Board of Directors Meeting

Date: November 17, 2009

Attending: Char Wenger
Miki Peine
Jill Schultz
Yvonne Curran
Karen O'Brien
Mary Brandt
Kathleen Winters
Linda Lysdahl
Wynn Martin
Jan Walstrom
Cindy Wilson

Not present: Sue Rutford
Diane Moe

Location: Textile Center

President Char Wenger called the meeting to order at 6:30 pm. Char passed around an attendance sheet asking for volunteer hours to be reported.

Secretary's Report (Karen O'Brien). The October minutes were reviewed, and revisions were discussed.

When the Business Manager is not in the office, the Operations Directors are responsible to check for phone messages and to read the mail. A question arose about funeral leave for employees; Kathleen will check on this.

MOTION: Mary Brandt moved, and Yvonne Curran seconded the approval of the corrected minutes. Motion passed.

Logo Team Report. Cindy Wilson, Wynn Martin, and Linda Lysdahl continued the presentation of the logos under development. Each attendee selected their four favorite logos from a set of the "Final 12." This process resulted in the selection of four strong choices.

The team is planning to put that handful of potential logos in an upcoming MQ News (January 2010?) for general membership review. A survey will be constructed to gather member votes; this will be done both electronically on the website, as well as with a paper ballot. Measures will be taken to help ensure fair and accurate voting (e.g. asking for all choices to be ranked in order of preference).

The long-term goal of the team is to reveal the new logo at the MQ 2010 show in St. Cloud.

Cindy left after the presentation.

Treasurer's/Finance Report (Miki Peine). A question arose about volunteer mileage reimbursement. We currently provide this reimbursement, even if we aren't required to do so. The reimbursement is not widely used, but is very valuable to those who do use it. We will continue to offer mileage reimbursement for volunteers.

Budgets, except for that of the 2010 Show, are ready for Board approval. The budgets for most areas show slight increases in costs, and lowered estimates for revenues (the shows in St. Cloud do not generally generate

as much revenue as, say, Duluth). The Communication budget may see some savings if Diane has good results in shopping for bids for newsletter printing; also, more members might elect to receive the newsletter electronically, which would result in cost savings. The MQP budget is almost the same as last year's. More expenses for MQP should be expected in 2010 due to the AQSG Seminar 2010, being held in the Twin Cities. The Operations budget is a little higher than last year's, but anything that Linda has spent on marketing (i.e. development of the new logo) will be entered as part of MQ 2010's budget.

Our auditor has recommended that we avoid "minimum number" types of contracts—contracts in which MQ has to supply a minimum number of people at an event, or ensure a minimum number of rooms are rented at shows, for example. If possible, contracts should be reviewed by attorneys before they are signed. MQ has members who are attorneys.

[Secretary's note: MQ's auditing firm is Boyum & Barescheer PLLP; JerJian Koh, MBA, CIA, is our representative on the firm. Their address is: 7800 Metro Parkway, Suite 200, Minneapolis, MN 55425. Tel: (952) 854-4244. Fax: (952) 854-0832. Ms. Koh's direct phone line is (952) 858-5540.]

MOTION: Mary Brandt moved that we accept all of the proposed budgets except that of the 2010 Show. Yvonne Curran seconded the motion. Motion was passed.

The 2010 Show budget will be ready for a vote after issues are resolved (see Show Committee Report).

Miki will be stepping down as Treasurer. Her replacement, a CPA-holder, is already established.

A question arose about the entries for "Prepaid Expenses" for shows. These are monies paid to venues pre-show. Each venue is different in their requirements for amounts. Miki will check with Becky about the format of the accounting entry.

Show Coordinator's Report (Linda Lysdahl). Linda had distributed a proposed admissions-counting policy after the discussion at October's meeting. The Board discussed how to count the show committee's attendance at the show. A show volunteer may not have much chance to attend the show itself, being busy volunteering. The show technically opens with the Sneak Peak, on Wednesday night. Should complementary registrations be counted for four days, rather than three? The Board feeling was that, if a show committee member attended the Sneak Peak, their attendance should be counted as four days. Linda will make this change to the policy and republish to the board. She will also share the policy, our first official admissions-counting policy, with the Admissions Committee for the 2010 show.

Unfortunately, the MQ 2009 admission counts have already gone to the auditor, so they can't be changed in light of the new policy.

Show Reports.

MQ 2010. Jill Schultz and Jan Walstrom asked the Board if they could begin charging a reasonable amount for the Show Book. Other similar shows charge a small fee (\$1) to help recoup the cost of the printing. The books often have coupons, which makes it of extra benefit to the purchaser.

MOTION: Kathleen Winter moved that MQ begin charging a reasonable amount for the Show Book at the MQ 2010 show. Yvonne Curran seconded the motion. The motion passed.

Jan and Jill have had discussions with the city of St. Cloud over the shuttles to be run during the show. Seven of the St. Cloud hotels do not run shuttles. The Service Bureau pays for the bus running to the Civic Center from St. Cloud University. People concerned about parking and shuttles could park at the University and take the shuttle in (it runs 7:30-5:30 every day). Any other shuttle service would be paid for by MQ. The bus company is being demanding and unreasonable (in our view) about the cost of the shuttle. Jean and Judy from the city are helping with the issue. Do we need to run a midday bus? The Board decided that there is no need to run a bus on Wednesday (the show would not be that busy) or Saturday (people are packed up, ready to head out after

Saturday activities, and have their cars with them). Also, since the city would be charging for four-hour chunks of time, the shuttle schedule will be set for full four-hour chunks of time in the morning and evening.

MQ 2011. Will we have the MQ 2011 Raffle Quilt at the MQ 2010 show? We need to be starting the process in that case. Yvonne Curran will be President at the time of the MQ 2011 show, so she'll proceed to start to line up quilt designer/maker, quilt design, and fabric donation. One possibility is the runner-up designer from MQ 2010. If a shop donates fabric for the quilt, they get good publicity, as does the quilt designer/maker. We will be up front that we would prefer to not spend money on the quilt, but to have everything donated. We will aim to have a decision about the quilt in January, and the quilt done by April 2010 so that it could be photographed and postcards made to hand out at MQ 2010.

President's Report (Char Wenger). A Non-Discrimination/Anti-Harassment Policy was distributed.

MOTION: Mary Brandt moved that we accept this policy; Yvonne Curran seconded. The motion passed.

The January general meetings will again be devoted to the show kickoff. Mary Brandt (Faculty) mentioned that she was thinking of NOT doing a Powerpoint presentation, but the Board made it clear that they really want a Powerpoint show. The Powerpoint gives members a chance to get a real look at the classes being offered (a black and white picture in the Registration Book often does not do justice to a quilt or a process). Wynn, a master at Powerpoint, offered to help, as have others.

Char asked if the Board members felt like as if they were getting too many Board emails, but no one thought that that was the case. Char had also received an email from a member asking about malfunctioning equipment and the possibility of getting some better equipment. Char asked her if she would take the lead on research and possible fundraising for new equipment, and she agreed to do that.

Business Manager's Report. No report.

Communication Director's Report. No report.

Education Director's Report. MQ has a "Lost and Found" box in the office. There will be an item in the January newsletter alerting the membership to its existence. They will be warned to pick up any items at the January meetings. After that, we will donate items that are left.

The Minnesota Lynx have proposed that MQ participate in a kind of "stitch in" night next summer. Sue Rutford will be talking to them about this.

Past President's Report (Mary Brandt). Mary reported that the volunteer hours that are being reported for 2009 are a lot lower than in previous years. One problem is that MQ 2009 Show hours may not have been completely reported. Also, reporting of hours for miscellaneous events might not have been done. Reporting of volunteer hours from the general meetings might not be up-to-date. The reporting of volunteer hours is important because (1) it is General Accounting Practices (GAP) that hours be collected; (2) we assign those hours \$14/hour value for accounting purposes; (3) accounting for those hours assists in grant applications.

It is the directors' responsibility to collect the hours of the volunteers in their area of operation. Char Wenger will lead the effort to get the reporting situation corrected. Directors should copy Char, Mary Brandt, and Becky McPeck on any non-reported hours.

President Elect's Report (Yvonne Curran). Yvonne received some requests for grants this past month, and requested that the grants be filled.

- Bundles of Love (www.bundlesoflove.org) provides baby clothing and bedding to Minnesota babies in need and their families. They requested \$500 for supplies.

MOTION: Yvonne Curran moved that MQ send Bundles in Love \$500; Mary Brandt seconded the motion; the motion passed.

- Nancy Kazlauckus requested a grant of \$500 to bring Sue Stein to Sauk Centre's Pins 'N' Needles quilt group in April for a lecture.

MOTION: Yvonne Curran moved that MQ send Pins 'N' Needles \$500; Mary Brandt seconded the motion; the motion passed.

- The Evening Star quilt group in the Red Wing area requested \$200 for supplies to make charity quilts.

MOTION: Yvonne Curran moved that MQ send Evening Star quilt group \$200; Miki Peine seconded the motion; the motion passed.

2010 Charter Members Scholarship for Beginning Quilters. Yvonne had received three entries by the original November 1 deadline. The deadline for application has been pushed forward to January 1 to allow for more applicants to get their applications in.

Yvonne had set up MQ on the GiveMN.org website. The site is easy to use, and MQ had received \$385 in gifts as of our meeting day (11/17/09). Yvonne plans to send thank-you notes, either handwritten notes (if she has a mailing address); otherwise a nice email thank-you. It is possible to build on the MQ page (e.g., to add pictures, or list fundraising events.) There will be an article in the newsletter about the GiveMN.org website.

MQ "Business members" are supposed to be giving discounts to MQ members, but some of them aren't necessarily doing so. It may be that not all of them have signed up to do so; this needs to be clarified.

Operation Director's Report. No report.

Strategic planning. Wynn Martin had sent out an email and handout dealing with the MQ Strategy Team Status. The Strategy Team will begin meeting at 8:30 am before the Saturday general meetings. The team will meet at the Overflow Café across the street from the Textile Center. She also will ask for help at every Saturday general meeting, and is looking for a counterpart for the Thursday night meetings. She will set up an MQ Strategy group on Facebook. Board members are asked to help find volunteers for action items under their area of responsibility. Wynn has been working as a guide and mentor to the Board. She is helping to frame the strategic plan but as she says, "we remain a volunteer-driven organization."

New Business. We are still dealing with problems during announcements and show-and-tell time at the general meetings. We have long had a policy of no "selling" during open microphone times at the meetings. It might be good to have the guidelines given at each meeting by the meeting leader: (1) turn cellphones off; and (2) no advertising of goods or services. Char will write something up.

Karen O'Brien asked for ideas on how to get more timely information about member deaths out to the membership. Could email be used to let members who are on MQ's email list know about funerals? Eventually, Facebook might be a good place to post news that needs quick action.

Next meeting of the MQ Board is December 15, 2009.

President Char Wenger adjourned the meeting at 8:55 pm.

Respectfully submitted,
Karen O'Brien
Secretary
1 December 2009