

MINNESOTA
QUILTERS BOD MEETING
Tuesday, OCTOBER 16, 2007
Corrected Minutes

Meeting held at MQ Office, Textile Center, Minneapolis, MN

Attending: Linda Wines, Mary Brandt, Debbi Craig, Kathie Simon Frank, Paula Gaboury, Linda Lysdahl, Pam Ronan, Sue Sandager, Patty Von Arx, Char Wenger, Cindy Wilson, Kathleen Winters, and **Guest:** Becky McPeek

Members of the Board of Directors and guest gathered at 6 pm for supper and conversation. Meeting was called to order at 6:30 pm.

Pam Ronan and Kathleen Winters showed the raffle quilt for the 2008 MQ Show. It was made by Sandy Irish. Mary Brandt will quilt it.

Roll Call and Minutes

The roll was called. Becky McPeek, office manager, was introduced. Secretary made corrections to the minutes of September 15, 2007. Minutes were approved as read with corrections. Corrected minutes will be filed in the MQ office.

All BOD members were asked to make sure their Conflict of Interest statement is signed and in the hands of the MQ office.

Financial Report

There is currently no treasurer on the Board.
Linda Wines passed out the Balance Sheet current to October 16, 2007, and the budget for 2007-8.

MOTION: Pam Ronan moved and Mary Brandt seconded: Moved that we use last year's budget as an interim budget for the new fiscal year and each director is responsible for submitting new amounts to Becky McPeek by November 1, 2007. Discussion followed. Vote called. Motion carried unanimously. With regard to the items in the budget, the BOD is to let Becky McPeek know what is needed as categories for reporting income and expenses and she will see that items are recorded in that way.

Paula Gaboury reported that she has completed arrangements for Boyum and Barendscheer to do the MQ audit.

Operations Report

Becky McPeek was asked to leave the room while the BOD conducted her job review. During the discussion, a new job description for a full-time position in the office was proposed with the new title of Business Manager. The BOD recognized the superior job that Ms. McPeek is performing, and stated how helpful it is to have her in our service. When the review was complete, a motion was proposed.

MOTION: Patty Von Arx moved and Mary Brandt seconded: Moved that we approve the salary and promotion to Business Manager (full time) of Becky McPeek. This was passed unanimously. Becky McPeek was invited to return to the meeting and she received the BOD congratulations with a large smile.

Sue Sandager is looking into the cost of insurance to protect Minnesota Quilters BOD from liability, but she has not yet got an answer back. Meanwhile, Char Wenger will look into the necessity of having such insurance, since some thought directors were immune by virtue of the organization's incorporation. Char will report back at the November meeting.

Communications Report

Pam Ronan reported as Communications Director. Her announcements included an update of the progress being made for online membership registration. Pam Ronan also announced that there is merchandise left over from the '07 show including vests, tee-shirts and show bags. She requested that it be added to the job description of the volunteer in charge of show merchandise that they are responsible for disposing of the leftover show items. Pam Ronan and Kathleen Winters will find a good home for these items after Kathleen makes calls to find a charity, or more than one, that can use the donation.

Action item: Pam Ronan will place a minimum order of clear plastic project bags with zipper, twill handles, and MQ logo as we know we can sell them.

Action item: After a discussion concerning developing a document repository on the MQ website for minutes and other documents that the BOD needs access to, the BOD agreed that this would be of great value to the organization. Pam Ronan and Cindy Wilson agreed to set this up. To be decided: who will have access to add items to this repository.

Education Report

Patty Von Arx and Debbie Craig updated the BOD concerning the power outage that occurred during the Fall Getaway. As a result of the outage, the retreat was called off and everyone was sent home. Refunds are being sent out to attendees.

President-Elect Report

MOTION: Mary Brandt moved and Sue Sandager seconded: Moved that MQ renew the annual sponsorship of Lakeland Public Television (LPTV) in Bemidji/Brainerd. This will cost \$ 2000. Motion passed unanimously.

MOTION: Mary Brandt moved and Pam Ronan seconded: Moved that we renew our annual sponsorship of Duluth/Superior WDSE-TV (public television). This will cost \$1700. Motion passed unanimously.

Action item:

Mary Brandt's put forward a request from a representative of a charitable organization that the group's project be publicized to MQ members. The BOD endorsed the idea to add a community project page to the MQ website and to support, on that page, all charitable organizations with quilting projects wishing to be listed. On the website MQ members can learn of opportunities for contributing quilts for charitable causes. Pam Ronan will contact the person who made this request. In an effort to promote quilting, Mary Brandt agreed to write a general article for the newsletter regarding opportunities to donate quilts to charitable organizations.

Show Coordinator Report

Linda Lysdahl asked the BOD to consider several things.

- 1) Is it all right to amend the contract agreements with several faculty who have requested to be paid on a different schedule than the others? The BOD approved this.
- 2) One sponsor has requested renting four booths at the next show. Currently, the limit is three booths. The BOD agreed that if the vendor is willing to sponsor the show at a \$1500 level, (\$500 more than the current maximum sponsorship) we will rent them four booths.
- 3) Husqvarna Viking wants a complimentary (no cost) booth and in exchange they will provide some classroom sewing machines. After discussion of various options, it was decided that Linda will feel out the other sewing machine companies to see if they asked for free booths. The final decision with Husqvarna Viking will be based on what the other companies asked for.

Linda passed around a list of those vendors who have made a commitment to sponsor the show. She is in touch with others who are still deciding, and has recorded a few vendors who will not sponsor the show this year.

Show Chairs Report

Pam Ronan asked, on behalf of the non-judged quilts chairs, whether they might request quilts that were made within the last three years (rather than the current limit of two years). After a discussion, the BOD concluded that we should leave the requirement at two years.

Pam Ronan also reported that the MQ Planning Committee is looking into have a live auction of some of the small quilts. The live auction would take place at noon outside the convention center on two days of the show. The motivation for this is to “advertise” the MQ show to Rochesterfest attendees.

Darlene Zimmerman has been contacted about being Quilter of the Year for 2008. She has accepted. Linda Wines will make arrangements with her and inform her of the anticipated schedule for her participation.

Pam Ronan has a revised show budget. She will submit this to Becky McPeek for inclusion in the MQ 2008 budget.

Unfinished Business

We need to fill the position of Treasurer on the BOD. Linda Wines will get ads out for this position.

Pam Ronan will look through the membership forms to see if there are people who might have expertise as CPAs or accountants. She’ll pass this information along if she finds anyone with a suitable background. These people might accept the position as treasurer.

Sue Sandager will put an ad in the MQ newsletter regarding a volunteer coordinator. She will also write something for the MQ newsletter regarding a Door Prize coordinator who would be in charge of coordinating the collection and distribution of door prizes for the Fall Getaway, the holiday brunch, monthly meetings, and the annual show/convention.

Linda Wines adjourned the meeting at 8:40 pm.

The next BOD meeting is Tuesday, November 20, 2007 at 6:30 pm. Dinner at 6 pm will be ordered from Overflow, the café/coffee house across University Avenue from the Textile Center.

Respectfully submitted,

Katherine Simon Frank

First draft: 4 November 2007

Corrected version: 18 November 2007