

MINNESOTA QUILTERS BOD MEETING MINUTES
Tuesday, APRIL 15, 2008
Meeting held at MQ Office, Textile Center, Minneapolis, MN

Attending: Linda Wines, Mary Brandt, Debbie Craig, Kathie Simon Frank, Paula Gaboury, Miki Peine, Pam Ronan, Sue Sandager, Patty Von Arx, Char Wenger, and Cindy Wilson. Others attending: Linda Lysdahl, Show Coordinator; Becky McPeck, Office Manager; Kathleen Winters, 2008 Show co-chair.

Linda Wines called the meeting to order at 6:20 pm.
She circulated the volunteer accounting form for people to record their volunteer hours.

Roll Call and Minutes

Kathie Simon Frank called the roll. She offered the March minutes for corrections and approval. The minutes were corrected. Mary Brandt **moved** to accept the minutes as corrected. Char Wenger seconded the motion. The motion passed unanimously.

Business was conducted between the March and April meetings as follows: by e-mail on April 1, 2008, Mary Brandy **MOVED** to accept the application of Linda Wines and Laura Nagel as co-chairs for the Duluth, 2009 show. Debbie Craig seconded the motion on 4/1/08. Within the next several days, all Board members responded by e-mail and the voted unanimously to approve the motion.

Financial Report (Miki Peine)

The Finance Committee met last week. They looked at the profit and loss reports, and at the check register to make sure that items were coded correctly. The Finance Committee will have an ongoing discussion about proper coding of expenses and income for easier tracking.

The Committee has come up with a new credit card policy. Miki Peine said that all users of the credit card will be required to sign a contract with Minnesota Quilters agreeing that they will make no personal use of the MQ credit card. Any employee or contract person using the credit card for their personal use will be dismissed. Any board member using the credit card for their personal use will be removed from their position and required to leave the Board of Directors.

Miki asked who on the show committee is eligible for free lodging and what the policy is that grants that benefit. Linda Lysdahl will send Miki Peine a copy of the policy as it appears in the Show Manual. Miki Peine asked about how many chairs are on the show committee. She prefers that the show manual specify that the show chairs can limit the award to two people.

Miki Peine will set up an internet banking account for the purpose of transferring funds, and to make it possible to see what funds are available. She wants to be able to invest money in an interest-earning account and to be able to get cash from investments when needed.

She has asked Morgan Stanley to send sample investment policies. The goal is to move some of the cash that's sitting in the checking account into an investment fund. She emphasized that everything about the organization's funds needs to be documented and that her goal is to increase documentation of financial matters.

The MQ budget will be submitted at the August Board meeting.

Operations Committee Report (Char Wenger and Sue Sandager)

Sue Sandager announced that Marilyn Orlich has agreed to be the new volunteer coordinator. Learning from the Textile Center's model for recording volunteer hours, Marilyn will be charged with setting up a record-keeping device (a file box, for example) to keep track of volunteers' time.

After talking with Margaret Miller, Director of the Textile Center, Char Wenger and Sue Sandager discovered that MQ's lease includes the use of the large meeting room on the first Thursday evening of each month except June and December from 6 pm to 10 pm and on the following Saturday each month except June and December from 8 am until 4 pm. Char Wenger will take charge of signing a new contract with the Textile Center that reflects this schedule. Some Board members understood that we had to pay extra to use that room when the Show Committee met there in the afternoon after the regular monthly meeting. In fact, we should not have been charged for use of the room.

Char Wenger proposed that MQ provide Linda Lysdahl with high speed internet service in order for her to be effective in her job. To do so, Linda Lysdahl's contract, which comes up for renewal in July 2008, will need to be amended. Linda Lysdahl's contract includes \$5000 per year for expenses, which can be used for this purpose. Char Wenger **MOVED** and Cindy Wilson seconded: to change Linda Lysdahl's contract to allow internet expenses. The BOD voted unanimously for the motion.

Communications Committee Report (Cindy Wilson and Pam Ronan)

Cindy Wilson has feedback that MQ members would like a tally and report about the parking survey that was just conducted on MemberClicks. Kathie Simon Frank agreed to write the report for the next newsletter (deadline June 1st). Cindy Wilson will get the data to her for the article. Sue Sandager will make sandwich board signs for the May 1st and 3rd meetings to direct people to the entrance for the Oswald parking lot off of Arthur Avenue SE. Mary Brandt will make a map for the MQ website that can also be included in the next MQ newsletter.

Some concern was expressed about communicating with MQ members who do not have e-mail or internet access. We should make sure that there are paper surveys at meetings for those without internet access, as well as directions for those who have access to the internet.

There has been an issue regarding the newsletter editor and the general organization and flow of work of the newsletter. Advertisements, which pay for part of the newsletter, have not been solicited, nor is attention being given to whether the advertisements that are being included are paid up to date. Char Wenger and Sue Sandager met with Becky McPeck, office manager, to investigate whether Becky would be interested and willing to be the newsletter editor. The Volunteer coordinator could look for a person who would find advertisements for the newsletter. ViolaRae Kassing will be asked if she'd like to continue as the photographer for the 2008-9 newsletter.

Furthermore, it was proposed that ViolaRae Kassing be asked to take photographs of the 2008 show in Rochester. Cindy Wilson will prepare the power point program of those photographs for the banquet. Cindy Wilson agreed to talk with ViolaRae Kassing about these proposals.

President's Report (Linda Wines)

Linda Wines received a request for Minnesota Quilters, Inc. to participate in Civic Fest during the Republican National Convention when it is in town in late summer. The Civic Fest is interested in having an exhibit of quilts. Minnesota Quilt Project (MQP) will be asked if they wish to put together

an exhibit. The publisher of *Minnesota Quilts* wants to reduce its inventory, and has offered 1500 *Minnesota Quilts* books at 75% off the retail price; they could be sold at Civic Fest along with other MQ merchandise. Linda Wines will talk with MQP about these ideas.

Education Committee Report (Patty Von Arx and Debbie Craig)

Patty Von Arx and Debbie Craig clarified that door prizes for the show, meetings, Fall Getaway, and Holiday Brunch are largely donated. Large prizes for lectures can be purchased using money designated in the budget for that purpose. There should be 2-3 prizes for each of the approximately 100 classes offered at the annual show.

Patty Von Arx asked that Joanne Holznecht be given a mailbox in the MQ office so that people attending the Thursday night meetings can leave their Blocks of the Month for the Saturday drawing. Joanne typically attends the Saturday meetings.

President-Elect Report (Mary Brandt)

Mary Brandt announced that she and Linda Wines have been talking about strategic and long-range planning. They propose to conduct a survey during the 2008 show to find out what MQ members and others want Minnesota Quilters, Inc. to be for them. All those who return a survey will receive a token gift and their names will be put into a drawing for a sewing machine. Walt at A-1 has offered to donate a sewing machine for the drawing.

Linda Wines will look at the Board members' job descriptions to see what might be changed. The goal is to get the Board of Directors manual on line so that it can be searched for information. She will review all the descriptions and send them to Mary Brandt. The President-elect's responsibility is to review the job descriptions once each year.

Past President Report (Paula Gaboury)

Paula Gaboury announced that there is now a full slate of officers to propose at the annual meeting in June. Kathleen Winters has agreed to serve as an Operations Co-Director in place of Char Wenger who has agreed to serve as President-elect. Sue Rutford has agreed to serve as Education Co-Director.

2008 Show Chairs Report (Kathleen Winters and Pam Ronan)

Pam Ronan reported the following statistics regarding the 2008 show: to date, 638 people are registered for classes; 13 classes are sold out; one class has been cancelled for lack of registration; 121 people are registered for the fashion show, and 247 for Meet the Teachers. Registered for the banquet are 191 people plus another 150 who will attend the banquet on complimentary passes allocated for show committee, faculty, vendors, etc.

A live auction of small quilts is being arranged for noon on Thursday on the plaza outside the Rochester Civic Center in Rochester. At the live auction quilts made by established "name" quilters will be offered. The show chairs are looking into Rochester's laws regarding auctions.

So far there are only 26 entries for judged quilts, 38 for non-judged, 11 for the challenge, and 60 for the small quilt auction. The faculty and Board are encouraged to submit quilts for additional special exhibits. Show committee people will also be contributing quilts for exhibit. Board members should get their finished quilts to Kathleen Winters and Pam Ronan by Monday, June 23rd when they gather in Rochester to start hanging quilts.

Linda Wines will send written invitations to the show to all charter members of Minnesota Quilters.

Linda Wines, who, along with Laura Nagel, will co-chair the 2009 MQ show in Duluth, proposed amending the name of the show to Great Lakes, Great Quilts. The Board agreed to the amendment.

Show Coordinator Report (Linda Lysdahl)

Linda Lysdahl distributed a sketch of the space where the banquet is to be held. She asked for opinions about the arrangement of the tables in the L-shaped space. Board members thought that the plan Linda proposed would work.

Linda Lysdahl reported that she wants to order 500 to 1000 magnets showing the MQ logo and the dates and locations of the upcoming three MQ annual shows. She was granted approval to place the order.

Office Manager Report (Becky McPeek)

Becky McPeek called everyone's attention to the new quilt hanging in the window at the entrance to the MQ office. She said she is happy to have quilts 30" wide to hang in that space.

Other Business

Sue McC [who's this?] will organize a "flea market" program for the summer meeting. She will work with the Education Committee on this.

Linda Wines adjourned the meeting at 9:10pm.

The next BOD meeting is Tuesday, May 20, 2008 at 6:30 pm with dinner beforehand beginning at 6 pm.

Respectfully submitted,
Katherine Simon Frank
29 April 2008