

MINNESOTA QUILTERS BOD MEETING MINUTES  
Tuesday, May 20, 2008  
Meeting held at MQ Office, Textile Center, Minneapolis, MN

**Attending:** Linda Wines, Mary Brandt, Kathie Simon Frank, Linda Lysdahl, Show Coordinator; Miki Peine, Sue Sandager, Patty Von Arx, Char Wenger, and Cindy Wilson. Others attending: Becky McPeek, Business Manager; Kathleen Winters, 2008 Show co-chair. Absent: Debbie Craig, Pam Ronan. Paula Gaboury was present for dinner, but left as the meeting began.

Linda Wines called the meeting to order at 6:30 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 April minutes for corrections and approval. The minutes were corrected. Char Wenger **moved** to accept the minutes as corrected. Mary Brandt seconded the motion. The motion passed unanimously.

**Financial Report (Miki Peine)**

The minutes from the May 12<sup>th</sup> Finance Committee meeting will be approved in June.

The show banquet revenue is under budget. The Finance Committee raised the question: does that mean banquet expenses should be cut? Registration is also coming in under budget. Discussion followed, but no resolution was reached.

The Finance Committee asked for a policy governing the number of people whose housing should be paid for at each annual show. The Show Committee will make a recommendation regarding housing expenses for the annual show and will present it to the Finance Committee in the future.

Miki Peine presented the parameters of the proposed Minnesota Quilters Investment Policy. They are:

- MQ's goal is to earn some money on its investments;
- Interest earned can be taken out and used for special projects;
- The financial policy needs to include a statement about reserves for each year;
- Changes to the Investment Policy should be proposed and decided at budget time;
- The financial policy should be compatible with the group's mission;
- MQ should consider establishing an endowment fund.

**MOTION:** Mary Brandt moved to accept the Minnesota Quilters Investment Policy as stated above. Patty Von Arx seconded the motion. The motion passed unanimously. Miki Peine will circulate the policy to obtain the required signatures.

Miki Peine announced that someone must keep all minutes of Board meetings and handouts. Becky McPeek, Office Manager, said that she does that for all Board of Director meetings. Non-profits are going to be required to keep better records and new requirements are coming from the federal government in the near future. The Form 990 requires much more detail than it ever did in the past. All those who have dealings with money and money-related functions are going to have to keep these records.

**Operations Directors' Report (Char Wenger and Sue Sandager)**

The insurance for the show is under control.

Linda Lysdahl signed the amendment to her contract agreement that comes up for renewal in July 2008. Under the amendment, her \$5000 annual supplies budget may now be used to provide her with high speed internet service so that she can be more effective in her job.

Linda Wines met with Margaret Miller, Director of the Textile Center, the building where MQ is officed and has its meetings. As of October 2008, the Textile Center will drop the \$25 charge for MQP to meet in the library once a month on the Saturday when the monthly MQ meeting takes place. Also, MQ has no termination clause in its lease. Margaret Miller agreed that the Textile Center Board would draw one up at its June 2008 Board meeting and would present it to the MQ board.

### **Communications Directors' Report (Cindy Wilson)**

Cindy Wilson reported that she had talked with ViolaRae Kassing since the last meeting about serving as photographer for the newsletter and for the 2008 and 2009 shows and relinquishing her position as editor of the MQ newsletter. ViolaRae thought that was a fine idea. Becky McPeck, Office Manager, will take on the responsibility as editor of the newsletter, a proposal that was broached at the April Board meeting.

The State Fair contacted Gail Hanson concerning volunteers for Creative Activities. They would like MQ to supply ribbons for awards and to make awards. Cindy will contact David Shattuck and Kate Elkema about this. Both have been State Fair volunteers for years.

Cindy Wilson brought up a few questions about the proposed MQ survey. Should the survey be published in the show book? After discussion it was decided there should be one survey form for MQ members, and a different one for non-members and it would be put in the show book if questions could be determined in a very short time to meet the show book publication deadline. Board members were asked to respond to Linda Wines' draft of survey questions via e-mail. Linda Wines asked Cindy Wilson to be sure to acknowledge in the show book the donor of the sewing machine that will be awarded at a drawing from the pool of those who fill out a survey.

Yvonne Curran, member of MQ, approached Patty Von Arx indicating that she would like to serve on the Board of Directors of MQ. After discussion, it was decided that she could be appointed to serve out the remainder of Pam Ronan's term as Communications Co-Director. Linda Wines, MQ President, needs to appoint her, and could do so as early as July 1<sup>st</sup>. Linda Wines will talk with Pam Ronan regarding the termination of Pam's Board position, now that Pam has moved out of state. When Linda receives Pam's resignation, Linda can appoint Yvonne Curran in Pam's place.

### **Education Directors' Report (Patty Von Arx)**

At the May meetings of MQ, signs were posted on Arthur Avenue directing members to the Oswald parking lot across the street and down the alley from the back of the Textile Center building. Many people found the parking lot with the help of the signs and parked there.

The plans for the program for the July MQ meetings are under control.

### **President-Elect's Report (Mary Brandt)**

Mary Brandt received one request for a grant--from Pioneer Public Television.

**Motion:** Sue Sandager moved that we approve Pioneer Public Television's request for \$2000 to sponsor two programs: Sewing with Nancy at 2:30 pm on Saturdays, and Fons and Porter at 1:30 pm on Fridays. Cindy Wilson seconded the motion. Motion carried unanimously.

Mary Brandt received a letter from a person who entered a quilt in the two-person judged category. Their quilt was not accepted with the reason being that she is a teacher and, therefore, is ineligible for this category. Now the teacher/quilter is very angry that her quilt was rejected. Linda Wines, president of MQ, will check with Pam Ronan about what she remembers about the interaction between her and the woman who spoke with Pam after a meeting. Once she has that information, she

will respond in writing to the angry letter writer explaining our rules for admission to the judged category of the show and will invite her to enter a piece in the faculty section (non-judged) of the show.

At the same time, Linda Wines will contact certification quilt judges and ask if they can advise our guild about our rules and policies involving show submissions and what can and cannot be rejected. One objective of this task is to compare our rules and policy to those of other national shows. Mary Brandt believes that we should hire a neutral party to critique our rules. Other Board members believe that the assessment can be done by people who are in the organization.

Kathie Simon Frank also read a letter she received from a disgruntled shop owner who was solicited for a door prize. Discussion followed. It was agreed that Kathie Simon Frank would e-mail each member of the BOD her response to this shop owner. That letter should serve as an apology for the past behavior that the shop owner said angered her. It also informs the letter writer that the matter is being considered by the BOD.

Mary Brandt asked all Board members to review, update, and return their job descriptions. Linda Wines asked Becky McPeek to e-mail each person her job description. All the updated job descriptions will be given to Becky McPeek for electronic entry into the system. Becky McPeek will also put an updated version of each person's job description into the notebook for that job. These are due in June. Each Board member person should include a list of which committee people report to them.

### **President's Report (Linda Wines)**

Helen Kelley, founding mother and member of MQ, is being inducted into the Quilters Hall of Fame in July in Indiana. Discussion followed concerning having MQ representation at the induction. Linda Wines will ask Gail Hanson, past president, if she would like to attend. MQ will pay all her expenses for travel, lodging, meals, entrance and conference fees.

**Motion:** Mary Brandt moved and Char Wenger seconded to make a \$300 donation for an ad in the event's program booklet. Motion carried unanimously. Linda Wines asked Becky McPeek to prepare the check and mail it to the Quilters Hall of Fame. On behalf of MQ, Linda Wines will also write a letter of congratulations to Helen Kelley regarding the induction.

Board members agreed that further business may be conducted via e-mail regarding the arrangements with Gail Hanson (or a person to be decided if Gail cannot attend) as this must be resolved before the BOD meets again in June.

### **Show Chair's Report (Kathleen Winters)**

Kathleen Winters reported on the numbers of people registered for the show and classes, and the number submitting quilts in the judged, non-judged and challenge categories. She would like each person on the BOD and the show committee to submit a quilt for special exhibits. The Show Committee cancelled one teacher because her classes did not get enough registrants. Linda Wines said she would invite the Founding Mothers of Minnesota Quilters to the banquet and would copy Pam Ronan, Kathleen Winters, and Linda Lysdahl with her correspondence.

Linda Wines raised the question of how the price is set for the challenge packets. The fabric for the 2009 show and conference cost more, so Linda Wines and her co-chair, Laura Nagel, would like to charge more for the entry packets. She was told this was fine.

Because fewer people have signed up for some of the 2008 events, especially the banquet, Char Wenger wondered if we are losing our focus on our own members. She suggested that we discuss this at a future meeting.

**Past President's Report** (Paula Gaboury)

There was no report, as Paula had to leave when the meeting began.

**Show Coordinator's Report** (Linda Lysdahl)

Linda Lysdahl said that each sponsor would receive a green plastic shopping sack full of various treasures as a thank you for sponsoring the show. Board members signed up to deliver thank you bags to at least four sponsor-vendors on the day before the show opens.

She passed around the magnets she had ordered. These state the dates and locations of the next three MQ shows. The nice design of the magnets was noted.

**Business Manager's Report** (Becky McPeek)

Becky McPeek said that the MQ web site had been down for a day, but that it was fixed now. She is going to attend the Larson Allen training on Non Profit Governance for the second year. This year's workshop is about security of data information and on how to redesign the way we collect and record information needed on the new 990 IRS form. With the many changes coming up, she said we are going to have to keep information recorded differently.

**Other Business**

None.

Linda Wines adjourned the meeting at 9 pm.

The next BOD meeting is Tuesday, June 17, 2008 at 6:30 pm with dinner beforehand beginning at 6 pm.

Respectfully submitted,

Katherine Simon Frank

15 June 2008

Corrected 17 June 2008

Resent to Board members.