MQ Board of Directors Meeting

Date: November 15, 2011
Location: St. Lawrence Church, Minneapolis, MN

Board Members Attending:        Staff Attending:        Guests:
Wynn Martin                        Linda Wines
Char Wenger                        
Mary Pozzini                       
Carol Fisher                       
Jean Carr                          
Karen Kopitzke                     
Pat Curtner                        
Lou Roos                           
Laura Nagel                        

Board Members Not Present:
Yvonne Curran                     
Miki Peine

Meeting called to order at 6:25 p.m.

Wynn passed around an attendance sheet asking for volunteer hours to be reported.

Secretary’s Report (Charlotte Wenger, Secretary).
A. October board minutes presented for approval.

MOTION. Jean moved to accept the October Board minutes; Carol seconded, the motion carried.

B. Secretary passed around a reviewed organizational chart. Changes should be submitted to Secretary.

C. Job descriptions – send changes to Char and she will update the job descriptions. Secretary should be the keeper of the job descriptions.

Show Director Report (Linda Wines).
A. Show Director submitted a separate report.

B. Gave a report on requests for proposals from various venues.

C. 2011 Merchandise – Wynn Martin gave us a preview of the merchandise that is being ordered.

Treasurer’s/Finance Report (Wynn Martin).
A. Mike Peine regretfully submitted her resignation effective today (November 15, 2011) via an e-mail to the Board.

B. Wynn Martin led discussion about adding a second check signatory until we get a new Treasurer. Since the Secretary is an Officer of the Board, it was decided that Char Wenger would be made a check signatory.

MOTION. Carol moved to make Char Wenger a check signatory; Laura seconded, the motion carried.
Communication Directors’ Report (Karen Kopitzke and Pat Curtner).

A. Newsletter. New volunteer to do the newsletter – Mary Mann. Karen indicated that she will contact Mary and ask her how things are going.

B. Job Description – Pat Curtner had questions about the Communications job description. Char indicated that she would e-mail Pat an updated one.

C. Pat and Karen will be looking into another website platform, as we have been having many problems with our current one.

Action Item. Pat and Karen will look into other website platforms.

President’s Report (Wynn Martin).

A. MQ Board Roster – Secretary to have the responsibility for updating of the MQ Board Roster and will work with Debra (Administrative Assistant) to make sure Debra has the most updated copy.

B. Susan Stein being honored at the Textile Center on December 2 with the Spun Gold Award.

C. Maxine Rosenthal – Quilter of the Year. She will be attending the Holiday Brunch and will be introduced to the Membership.

D. Employee Handbook? Has it been updated? Was Yvonne working on this?.

Operation Directors’ Report (Mary Pozzini)

A. No report.

President Elect’s Report (Wynn Martin filling in).

Grants:

A. Pioneer TV – this request was approved in October.

B. Bundles of Love Charity, requested $500.00

MOTION. Jean moved to grant the Bundles of Love request; Laura seconded, the motion carried.

Membership Director’s Report (Carol Fisher and Jean Carr).

A. Jean Carr tendered her resignation from the Board of Directors effective today (November 15, 2011) via a written letter.

B. Board suggested that we show the meeting attendance in the newsletter each month.

Education Director’s Report (Laura Nagel and Lou Roos).

A. Holiday Brunch – 54 signed up and Laura had 15 more to give to Debra. There will be a program – Mahtomedi Quilters will talk about a trip to France.

B. Classroom A does not hold very many people. Need to think about configurations for future classes.

C. Laura presented her views on what the overall format should be for the newsletter to keep it consistent.
New Business.

A. Discussion about the Annual Report.

B. Give to the Max Day (November 17). This will be dropped for this year as we did not have time to prepare for it.

Lou moved to adjourn; Pat seconded. Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Charlotte Wenger
Secretary
December 6, 2011