Minnesota Quilters, Inc.
Board of Directors Meeting

Date: November 27, 2012
Location: St. Lawrence Church, Minneapolis, MN

Board Members Attending:  Staff Attending:  Guests:
Laura Nagel (President)  Linda Wines
Wynn Martin (Past President)
Kathie Simon Frank (President-Elect)
Patty Von Arx (President-Elect)
Char Wenger (Secretary)
Kathy Faust (Treasurer)
Lou Roos (Education)
Gail Hanson (Membership)
June Kolodzieski (Operations)
Pat Curtner (Communications)
Kathy Brevig (Communications)

Board Members Not Present:  Kate Eelkema (Education)

Meeting called to order at 6:00 p.m.

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

Secretary Report (Charlotte Wenger, Secretary).
A. October Board minutes presented for approval.

Motion: Patty Von Arx moved to approve the October Board minutes with corrections. Kathy Brevig seconded. Motion carried.

Treasurer Report (Kathy Faust)
A. Amend January, 2012 Board minutes to reflect that the Board approved the Financial Statement for 2010-2011 fiscal year.

Motion: Wynn Martin moved to Amend the January 2012 Board minutes to reflect that the Board approved the Financial Statement for 2010-2011 Fiscal year. Mary Pozzini seconded. Motion carried.

B. Financial reports.

C. Board Resolution – approved authorized parties for Morgan Stanley accounts.

Motion: Kathie Simon Frank moved to appoint Laura Nagel, President and Kathy Faust, Treasurer as authorized parties for the Morgan Stanley accounts. Gail Hanson seconded. Motion carried.

D. Raffle License v Permit. Raffle License costs $100 for unlimited and a permit costs $50 for a limit of 5 per year. Operations will apply for license.

Motion: Wynn Martin moved to purchase a Raffle License. Mary Pozzini seconded. Motion carried.

ACTION ITEM: Operations to apply for Raffle License.

E. Preliminary Budget is in the works.
Show Director Report (Linda Wines).

A. 2012 show - $60,000 profit? No final report has been generated.

B. 2013 Show - Best Quilting Awards: - who receives the prize money – the entrant or the quilter?

Motion: Mary Pozzini moved that the entrant is the person who receives the money for the quilting award. Lou Roos seconded. Motion carried.

Old Business

A. Bylaws will be e-mailed to Martha Eaves (pro bono attorney) for review.

Action Item: Char Wenger will send bylaws to Martha Eaves and request review.

Wynn will write an article about the Bylaws for the December newsletter.

Action Item: Bylaw article for December newsletter.

B. QuickBooks License: Board made the decision to give Linda Wines the third license for QuickBooks to improve office efficiency.

President’s Report (Laura Nagel)

A. Employees – extension on Personal Time Office and Vacation days.

B. Request that a statement be added to the employee handbook regarding policy for downloading items from the Internet to their work computers. This is requested to prevent virus issues.

Action Item: Policy for employee handbook regarding downloading from Internet.

Presidents-Elect Report (Kathie Simon Frank and Patty Von Arx)

A. Updated job description presented.

B. Grant Requests: The various grant requests were presented to the Board as three different scenarios ending up with three different amounts.

Motion: Mary Pozzini moved to accept the recommendation for a $5,000 budget for grants as proposed by the Presidents-Elect. Lou Roos seconded. Motion carried.

C. As of today, no Scholarship applications have been received. The deadline is December 15, 2012.

Past President’s Report (Wynn Martin)

B. Annual Report – Requested that directors write a brief summary of what their positions have done for the past year and send to Wynn for the Annual Report.

Action Item: Directors to write brief summary of what their positions have done this past year.

Communications Report (Pat Curtner and Kathy Brevig)

A. Website – new provider.

Education Report (Lou Roos and Kate Eelkema)

A. Fall Getaway -2013.

B. Holiday Brunch – December 1 – 110 have signed up.
C. January Program – Show Presentation.

D. Spring Retreat – Cabin Fever Theme. It will be March 7, 8 and 9 or March 21, 22 and 23. It will be held at the St. Lawrence Center and will be a “sleep-at-home” retreat.

Membership Report (Gail Hanson)

A. Need business membership coordinator.

B. Will update the job description.

C. Would like to look into having a printed directory.

Action Item: Need to solicit for a Business Membership Coordinator.

Action Item: Update Membership Director job description.

Action Item: Check into having a printed membership directory.

Operations (Mary Pozzini and June Kolodzieski)

A. Sewing for Others on Friday, January 4 and Saturday January 5 in the afternoon.

New Business

A. Meeting Cancellations due to weather? Website, TV stations and radio. We can put a message on the phone.

B. No Board meeting in December. In place of the Finance Committee meeting, Kathy Faust would like to have individual budget meetings with Directors.

MOTION: Mary Pozzini moved to adjourn the meeting; Wynn Martin seconded; the motion carried.

Meeting adjourned at 10:00 p.m.

Respectfully submitted,
Charlotte Wenger
Secretary