MQ Board of Directors Meeting

Date: August 21, 2012
Location: St. Lawrence Church, Minneapolis, MN

Board Members Attending: Wynn Martin, Lou Roos, Laura Nagel, Mary Pozzini, Karen Kopitzke, Pat Curtner, Yvonne Curran, Carol Fisher, Char Wenger

Staff Attending: Linda Wines

Guests: Kathy Brevig, Kathy Simon Frank

Board Members Not Present:

Meeting called to order at 5:55 p.m.

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

Show Director Report (Linda Wines).

A. Maxine Rosenthal will teach “Suitable Totes” to 2012 Show committee at no charge on October 6. Linda Wines will send out a formal invitation to Show Committee and Board.

B. Financial Report presented showing only 2012 broken down by category.

C. 2013 Show-Committee Chairs still needed
   First Committee meeting held August 4.
   Job descriptions will be sent out to Board members to review.
   **Action Item: Review Show Committee Job Descriptions.**
   2013 Prize Money – presented for review
   Show Book Discussion – how can we better sell them at the Show?

D. 2014 Faculty. Possible list of faculty was handed out.

Secretary’s Report (Charlotte Wenger, Secretary).

A. June 15 Annual Meeting Minutes presented for approval.

| Motion: Pat Curtner moved to approve the June 15 Annual Meeting minutes. Carol Fisher seconded. Motion passed. |

B. June 19 Board Minutes presented for approval. Yvonne Curran moved and Karen Kopitzke seconded the motion. During discussion, Education Co-Directors requested change in wording of their report.

| Motion: Mary Pozzini moved to approve the June 19 Board minutes with the additional statement added to the Education Director’s report to read: Discussed and agreed to move forward with the Library recommendations presented at the April 17 Board Meeting. Carol Fisher seconded. Motion passed. |

C. July 17 Board minutes presented for approval.
Motion: Karen Kopitzke moved to approve the July 17 Board minutes with clarifications noted. Pat Curtner seconded. Motion passed.

**Past President Report** (Yvonne Curran)

No report.

**Operations Report** (Mary Pozzini)

A. In the process of getting insurance quotes.
B. Social Hall – Jean Carr has asked if we could trade days for the classroom with the use of the Social Hall? Mary will contact Greg (the building manager).

**Action Item:** Mary to contact Greg regarding trading of classroom for use of Social Hall.
C. Presented recommendations for new computers for the Bookkeeper and Treasurer. Recommend that we purchase a Lenovo for bookkeeper, have Steve Carr do the install, purchase software from Tech Soup; purchase HP Probook or similar computer for Treasurer.

Motion: Laura Nagel moved to purchase 2 new computers, one for the bookkeeper and one for the Treasurer. Yvonne Curran seconded. Motion passed.

**Education Report** (Lou Roos and Laura Nagel)

A. Program information has been turned into the Website and Communications up until April, 2013.
B. Sandy Klopp was well received and class went well.
C. Library – Greg (building manager) indicated that there is space to house the books. Lou Roos priced out shelving for the MQP books in the Classroom.

Lou and Laura met with the Textile Center and met the new director. Negotiations are underway, but possible outcome could be to negotiate a price for library usage (director will get back to us about pricing usage); have a rotating collection in our possession – we would pick out some books a couple of times a year to have available for member usage; Magazines will be available for members. MQ will subscribe and keep subscriptions current. There are multiple copies of some books. We would take our copies and Textile Center will have a copy. That would be our core collection; MQP books will remain at the Textile Center.

D. The Minnesota Quilt Project is not able to do quilt documentation at member meetings because of space issues. Education Directors have recommended a different room set up and there may be enough room at the back of the room for them to set up their quilt rack, camera, etc.

**Communication Report** (Karen Kopitzke and Pat Curtner)

A. Replacement of ADDR is in the works.

Motion: Karen Kopitzke moved that we authorize the purchase of HostGator. Mary Pozzini seconded. Motion passed.

B. Review of Bylaws. Tabled until the September Board meeting.

Motion: Yvonne Curran moved that we suspend Article IV Section 2 of the June 2011 Bylaws for one fiscal year, to allow for 2 people to share the President-Elect’s position. Mary Pozzini seconded. Motion passed.
President’s Report (Wynn Martin)

A. Review your job descriptions. Char will send out current job descriptions to everyone. Changes to be sent to Wynn as soon as possible.

   **Action Item: Review job descriptions.**

B. September Turnover meeting- NOTE- meeting will be Sunday, September 16 at Four Seasons Quilt Shop. Meeting will run from 10 am to 4 pm.

C. There will be a Board meeting on Tuesday, September 18. This meeting will be for Finances, Show and Bylaw changes.

D. State Fair Preparation. Char Wenger, Laura Nagel and Lou Roos went to the Fairgrounds to award the MQ Fine Arts Award.

E. In-kind gift from Ann and Bob Degan. Ann is a founding member. They donated a lot of quilting items to MQ. The items will be sorted and used for various projects.

President’s Elect Report (Wynn Martin)

A. Grant applications are coming in.

Membership Report (Carol Fisher)

No report

New Business

A. John and Angela Scheller request has been passed on to Jean Carr (Quilting for Others).

B. President-Elect job description was reviewed. Recommendation that President-Elect step in as a go-to person for Show Chair if no Show Chair exists. They would not be the Show Chair, just a go-to person who would attend Show Committee meetings and be a Board representative.

C. Financial discussion presented. Doris Harel (bookkeeper) ran a report that shows that our average monthly expenses are approximately $15,000 per month or about $180,000 per year to run the organization. We had to cash in a CD to pay for the balance due to the Mayo Civic Center in Rochester. We must do something to cut down our monthly expenses. The recommendation was that we cut the office personnel hours from 30 hours a week to 20 hours per week starting October 1, 2012. The second recommendation was that a discussion be had with Linda Wines about her hours.

   **Motion:** Carol Fisher moved that we change the office personnel hours starting October 1, 2012. Laura seconded. Motion passed.

   **Motion:** Laura Nagel moved that we contact Linda Wines to discuss her hours. Yvonne Curran seconded. Motion passed.

   **MOTION:** Char Wenger moved to adjourn the meeting; Pat Curtner seconded; the motion carried.

Meeting adjourned at 9:50 p.m.

Respectfully submitted,
Charlotte Wenger
Secretary