Minnesota Quilters, Inc.
Board of Directors Meeting

Date: February 26, 2013
Location: St. Lawrence Church, Minneapolis, MN

Board Members Attending:  Staff Attending:  Guests:
Laura Nagel (President)  Linda Wines  Yvonne Curran
Wynn Martin (Past President)
Kathie Simon Frank (President-Elect)
Patty Von Arx (President-Elect)
Char Wenger (Secretary)
Kathy Faust (Treasurer)
Lou Roos (Education)
Kate Eelkema (Education)
Pat Curtner (Communications)
Kathy Brevig (Communications)
Katie Niess (Membership)

Board Members Not Present:  Gail Hanson (Membership), Mary Pozzini (Operations), June Kołodzieski (Operations)

Meeting called to order at 6:35 p.m.
Laura passed around an attendance sheet asking for volunteer hours to be reported.

Special Business – New Board Member
Laura Nagel appointed Katie Niessen to fill the open Membership Co-Director position.

Motion: Patty Von Arx moved to approve the appointment of Katie Niessen to fill the Membership Co-Director position. Wynn Martin seconded. Motion carried.

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

Motion: Kathie Simon Frank moved to approve the January Board minutes. Kate Eelkema seconded. Motion carried.

B. Guild List update. Char gave an update on the progress of the guild list that is on the MQ Website. Updated list will be sent to Debra soon to begin the updates.

Treasurer Report (Kathy Faust)
A. Finance Committee Meeting. Wynn requested a Balance Sheet for the end of January. A Year to Date was requested for March.

B. Fundraising Efforts

Not known how much money has been donated in February. Kathy Faust will do another e-mail blast to members.

C. CVENT – Discussion about what does it cost and what revenues cover that cost. Cost allocated to Show and other registrations.

Action Item: Pat Curtner and Kathy Faust will research this.

D. Directors’ Budgets – 2011 – 2012 – a print out will be sent to all directors.
E. Discussion around applying for grants. Wynn will check on the McKnight Foundation; Kathy Faust will check on the State Arts Board. Will break down sections and have different people gather the requested information. We will use the Regional application as a boilerplate.

Show Director Report (Linda Wines).

A. Profit and Loss from 2012 - $54,892.69 profit.

B. Financial Procedures for Quilt Show – Board is to review and send any changes to Linda Wines and Kathy Faust.

Action Item: Board to review Financial Procedures and send changes to Linda Wines and Kathy Faust.


D. Registration, Faculty and Sponsor/Vendor reports presented.

2014 – Show

A. Show Policies and Procedures –

Action Item: Board to review and send Linda Wines changes.

Board discussed and agree that we should be selling some Show merchandise at a discount for Show Committee and Board members. Wording will be added.

B. Faculty Contract presented for approval.

Motion: Wynn Martin to approve the 2014 Faculty Contract. Pat Curtner seconded. Motion carried.

C. February Show Committee meeting went well; nothing came up. Walk through at the Duluth DECC is April 13. The next Show Committee meeting will be held on April 6 at 8:30 a.m.

D. Show website – Faculty links have been fixed on the faculty page.

E. The Show PowerPoint is now on the MQ website.

F. Employee Show Benefits discussion.

Motion: Kate Eelkema moved that the following be added to the Employee Handbook: Employees will receive priority registration with the registration fee waived as an Employee Benefit. Kathy Faust seconded. Motion carried.

Action Item: Operations Director to include this in the Employee Handbook.

G. Discussion regarding bids/quotes for show. What should be the price point to be required to get more than one bid? Show Coordinators will discuss with Linda Wines.

Old Business

Computer costs will be monitored to determine if we need to have an “IT Contract”.

President’s Report (Laura Nagel)

A. Nominating Committee – Martha Eaves, Jill Schultz and Loretta Stone have been appointed.

B. 2014 Quilter of the Year – no nominations have been received.

C. Board meeting date changed for April. We will meet on April 16 – Finance Committee meeting at 5:00 p.m. followed by the Board meeting at 6:30 p.m.

D. There is an issue with the employee’s Personal Time Off. The payroll company is working to fix this.
Presidents-Elect Report (Kathie Simon Frank and Patty Von Arx)
A. Fundraising Committee met on February 6 for dinner. General fundraising ideas were generated and will be discussed further at future meetings.

Past President’s Report (Wynn Martin)
A. Nominating procedures will be sent out.
B. Annual Report – Wynn working on this.

Communications Report (Pat Curtner and Kathy Brevig)
A. Public Relations position job description presented for approval.

Motion: Wynn Martin moved to approve the Public Relations job description. Lou Roos seconded. Motion carried.

B. State Fair awards – recommendation to have the same awards for the 2013 Fair.
C. Discussion about newsletter deadlines – need to respect the deadlines for the newsletter.

Education Report (Lou Roos and Kate Eelkema)
A. Spring Retreat – in March – So far 19 people have signed up for Thursday; 26 for Friday and 20 for Saturday.
B. Programs – coming up with a year’s worth of programs to have listed on our website. Back to School for September meeting – send suggestions to Education Co-Directors.
C. Studio Tour fundraiser to be held in August. Requested suggestions for studios.
D. Meeting scheduled for March 4 with the Textile Center to re-negotiate library issues.

Membership Report (Gail Hanson - absent)

Operations (Mary Pozzini and June Kolodzieski - absent)
A. Construction going on next to the Church and the construction company is parking a trailer in the church parking lot. Operations Directors need to talk to the church about usage of the parking lot and getting a possible reduction in our rent during the construction period.

Action Item: Operations Directors to contact Church.

MOTION: Lou Roos moved to adjourn the meeting; Kate Eelkema seconded; the motion carried.

Meeting adjourned at 10:00 p.m.

Respectfully submitted,
Charlotte Wenger
Secretary