Minnesota Quilters, Inc.  

Finance/Board of Directors Meeting

Date: November 19, 2013
Location: St. Lawrence Church, Minneapolis MN

Board Members Attending:  Staff Attending:  Guests:
Kathie Simon Frank (Co-President)  Linda Wines  Lou Roos
Patty Von Arx (Co-President) 
Mary Pozzini (President-Elect) 
Laura Nagel (Past President) 
Kathy Faust (Treasurer) 
Jill Schultz (Secretary) 
Kate Eelkema (Education) 
Sharon Peterson (Education) 
Pat Curtner (Communications) 
Gail Hanson (Membership) 
Anne McCandless (Membership) 
June Kolodzieski (Operations) 
Kathleen Winters (Operations)

Board Members Not Present:  Kathy Brevig (Communications)

Meeting called to order at 6:07 p.m.

Welcome Finance Meeting (Kathy Faust)
A. The Treasurer presented Financial Statements.
B. Old financial records from the storage facility are being reviewed and shredded as appropriate.
C. Clifton Larson Allen has been hired and will begin field work the 2nd or 3rd week of December.
D. Minnesota Quilters, Inc. received $2,500 in donations, net $2,383.63 after paying Razoo, the company which runs GiveMN. This donation amount is up from last year.
E. It was recommended that Linda Wines attend a free class at the State of Minnesota Sales Tax and Use Division.
F. Linda Wines will put together a list of bills that are paid throughout the year without check requests for Operations.

Finance Meeting ended at 6:40 p.m.

Welcome Board Meeting (Kathie Simon Frank and Patty Von Arx)
A. The Co-Presidents requested that volunteer hours of the board be reported.

Secretary Report (Jill Schultz)
A. There was a discussion on Board Visitor protocol and what needs to be done, if anything, for visitors to attend the Board meetings. In the past it was recommended that visitors call ahead or let board members know they would be attending. The Board recommended this was no longer necessary for visitors to attend. Attendance should be encouraged. Pat Curtner, who is in charge of the website, will correct the meeting dates of the Board Meetings.

Action Item: Pat Curtner will correct the meeting dates of the Board Meeting on the website.

B. The October 22, 2013 Board Meeting minutes were presented for approval.

Motion: Mary Pozzini moved to approve the October 22 Meeting minutes as revised. Anne McCandless seconded. Motion carried.

C. There was a discussion on when to put the highlights of the board meetings into the newsletter and it was decided the minutes do not need to wait for approval before being written for the newsletter but that the board members will make sure to read the highlights each month before the newsletter is sent to the membership to verify accuracy.
Show Director (Linda Wines)
A. Linda Wines reported that the Registration Book is in process.
B. Linda presented a faculty spreadsheet showing costs of teachers and classes. Teachers will be highlighted in the newsletter.
C. Linda received proposals from various sites for our shows in 2017, 2018, 2019 and 2020 and will put together a comparison chart once all the numbers are in (Duluth still to come).

Communications Report (Pat Curtner)
A. Who is authorized to send out email blasts through Cvent? Debra and Karen Kopitzke are authorized. If someone is out of the office, then we need to know who can send out emails to the membership.
B. Pat Curtner will put a link on the website to Karen Nyberg, Astronaut.

Action Item: Pat Curtner will put a link on the website to Karen Nyberg, Astronaut.

Education Report (Kate Eelkema and Sharon Peterson)
A. Kate Eelkema was wondering what we are to do with the old projection screen. After discussion it was decided that we will sell it.
B. Sharon Peterson led a discussion to determine if treats, coffee, cups, etc belongs under education and maybe should be moved under different Directors. The Education Directors are taking a lot of time setting up for the monthly meetings. A few years ago, there was a “set-up position” that handled the meeting set up and the directors did not need to be at the meeting until close to meeting start time. Kate Eelkema will talk to the day and evening directors about adding set-up duties to their jobs.
C. The brunch committee will write a report.
D. Debra receives calls all the time requesting speakers. Can we develop a list of local speakers that we don’t endorse but merely refer to others.
E. Spring In-Town Retreat. Attendees will be asked to move their cars from 11:30 to 1:00 for Mass being held at the church during Lent.

Membership Report (Gail Hanson and Anne McCandless)
A. Gail Hanson reported that the business directory is online.
B. Anne McCandless recommended that Karen Nyberg, Astronaut, be recognized as an honorary member of Minnesota Quilters, Inc.

Motion: Anne McCandless made a motion that Karen Nyberg receive free membership for a year during her astronaut quilt challenge. Kathleen Winters seconded the motion. Motion carried.

Operations Report (June Kolodzieski and Kathleen Winters)
A. June Kolodzieski reported that Deb is now working 30 hours per week, Tuesday through Friday. There was a discussion about responding to emails when Deb is out of the office. Someone needs passwords in order to monitor emails and can also put an “out of office” message on her behalf. The board will also be notified if an employee is out of the office.

President-Elect Report (Mary Pozzini)
A. Mary Pozzini reported that the winner of this year’s Scholarship is Neseriani Katherine Larson.

Motion: Kathleen Winters made a motion to give the scholarship to Neseriani Katherine Larson. Pat Curtner seconded the motion. Motion carried.

B. The following received grants from Minnesota Quilters, Inc.:  
Naomi Family Quilting Project $2,000  
Barn Quilts of Dakota $500  
Comfort Quilts in Forest Lake $500  
Historical Society of Clay County $2,000  
Bundles of Love $500  
Eagan High School for Women’s History Month Quilt Show $350  
Lake Area Quilters of Alexandria $500

C. Mary proposed highlighting different volunteers each month in the newsletter. The board provided many recommendations for future newsletters.
Past-President Report (Laura Nagel)
A. Laura Nagel will be sending out exit interview questions to previous Bookkeeper.

Co-Presidents Report (Kathie Simon Frank and Patty Von Arx)
A. Kathie Simon Frank talked to the Quilter of the Year again about spending time at the quilt show in June. The Board agreed that she can sell her fiber art works at the Merchandise Booth.
B. There was much discussion on proposed Bylaw changes regarding the Nominating Committee. The first decision to be made is if the Nominating Committee is to be appointed, elected or volunteered. The Board is to talk to others and bring back notes for further discussion.

Action Item: Board members are to talk to others about bylaws and nominating committee and make notes for future discussion.

Motion: Kate Eelkema made a motion to adjourn the meeting. Mary Pozzini seconded the motion. Motion carried.

Meeting adjourned at 9:53 p.m.

Respectfully submitted,
Jill Schultz
Secretary