Meeting called to order at 9:00 a.m.

Introductions were made.

President (Bonnie Ellis)
A. Conflict of interest forms and volunteer forms were signed and completed by the Board.
B. Martha presented the parting gift to Bonnie

Secretary (Jill Schultz)
A. Jill presented the action items list to the Board to update, completed items will be removed.
B. Patty will give the secretary the volunteer hours chart to track for the coming year.
C. The roster was passed around to the Board for revisions.
D. Understanding board procedures

Membership (Anne McCandless and Mary Ann Baraibar)
A. The year-end report was presented.
B. Basic membership is up but business membership is down.
C. Ann is leaving the board but is still on the facility search.

Communications (Rebecca Finch)
A. Reminder to respect the newsletter deadline

Operations (Kathleen Winters and Suzanne Fisher)
A. “Key” forms to incoming board members to complete.
B. Continuing the search for a new facility.
C. Looking for a new credit card processor with lower fees.

Quilter of the Year nominations and biographies were passed out.
Martha requests board agenda items sent to her no later than 5 days before the next meeting.
Martha passed out information from fundraising training.

Break out:
A. Incoming and outgoing board members met and discussed job description changes.
**Past Co-Presidents** (Kathie Simon Frank & Patty Von Arx)
A. Kathie & Patty presented year-end report.

**Show Director** Report (Linda Wines)
A. Have commitments from 5 sewing machine companies

**Education** (Sharon Peterson and Charlette Pittman)
A. The year-end report was presented.
B. Everything is in place for the upcoming year.
C. A possible mystery quilt is planned.

Lunch break.

**President-Elect** (Martha Eaves)
A. Candidates for Quilter of the Year were presented to the Board.
B. After discussion, the Board chose a Quilter of the Year for 2016.

**Treasurer’s Report** (Vicci Mattsfield)
A. Linda Wines presented a very 101 guide to Financial statements
B. How to fill out receipts and gift in kind forms
C. Vicci presented the budget.
D. Vicci reminded the Board that it has a duty to be fiscally responsible.

**Office** (Debra Svedberg)
A. Debra presented the incoming Board members with instructions for using the email system
B. Debra will give an office tour to incoming Board members after this meeting

Meeting adjourned at 2:30 p.m.

Respectfully submitted,
Karen Knoll
Secretary