Minnesota Quilters, Inc.

Board of Directors Meeting

Date: June 27, 2017
Location: Recovery Church, St. Paul MN

Board Members Attending:  

Rose Allen (Co-President)  
Pat Curtner (Co-President)  
Martha Eaves (Past President)  
Adrienne Lemberg (President-Elect)  
Karen Knoll (Secretary)  
Kathie Simon Frank (Operations)  
Karen Newman (Operations)  
Karen Kopitzke (Communications)  
Kay Genelin (Communications)  
Merle Pratt (Education)  
Barbara Jackson (Membership)

Staff Attending:  

Brenda Lyseng

Guests:

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

Secretaries Report (Karen Knoll)

The May, 2017 Board Meeting minutes were presented for approval.

Motion: Kay moved to approve the minutes, seconded by Martha. Motion carried.

Treasurer’s Report

The finance summary/recommendation sheet was presented.

Motion: Adrienne moved to approve the monthly finance report, seconded by Kathie. Motion carried.

The show finances will be reviewed in July.

Show Director Report (Brenda Lyseng)

Will do a full report later including information from all committees.
The vendor awards were well received by the vendor winners.
Food lectures – are they worth the extra cost?
Vendors that had to cancel due to illness - apply fee to next year. If not used in 2018 it will not be forwarded to 2019.
Discussion of refunds for class where instructor did not show up, refund for that class only. Thank you to Hollis for filling in at last minute.
Need to review the policy for the 2018 show, (comp’d rooms, etc)
Laura Nagel has expressed interest in being the show coordinator for 2018.

Motion: Kay moved to approve Laura Nagel as 2018 Show Coordinator, seconded by Karen Kopitzke. Motion carried.

A co-coordinator is needed.
Jude Edling sent in a proposal for the 2019 challenge (packets to be sold at the 2018 show).

**Motion:** Martha moved to approve the challenge concept for the 2019 show, seconded by Kathie. Motion carried.

Discussed special exhibits for 2018 show (AQSG basket quilts?). Need to discuss insurance, can we find an underwriter? Need a budget.

Should guild challenges go into non-judged instead of special exhibits?

**Operations**
The church does not want to go in on a portable stage.
Donnie will no longer be doing set-up/take-down for our meetings. We need to hire someone (6 hours per month, $15-$16/hr?)
Checking out various IT vendors for support of PCs, network. The vendor the church uses can do an assessment of our hardware/software/environment and recommend best practices.

**Motion:** Barbara moved to approve the $500 assessment, seconded by Adrianne. Motion carried.

The insurance for the show this year was well over budget. Need to resolve this in the next month for budget planning, etc.
Check request procedures: please check the math & supporting documentation. Make sure you know what you are signing.

**Membership**

At the July meeting, members will be asked to deliver membership brochures to shops during the shop hop.

**Executive Committee**

All candidates for the board were elected.
The newly elected education co-director was asked if she could start early to fill the vacant spot for the rest of this term.

**Motion:** Martha moved to approve Diane Rose as interim education co-director, seconded by Barbara. Motion carried.

**Comm**

Outgoing board members need to hand their board manuals into the office in September.
Plan on asking for proposals for a new header for use in documents, etc.
Sue Rutford is the new State Fair coordinator.

**Education**

Calendar was passed out.
Plan a October 21st (Sat) bus to the Rochester show
Bus trip to Quilt National (Moorhead) on August 17th (Thurs) organized by the Textile Center.
Need to ask Volunteer coordinators to look for a retreat coordinator.

Reminder to the presidents that they need to think of president block themes before their term ends.

Kay moved to adjourn.
Meeting adjourned at 9:15

Respectfully submitted,
Karen Knoll
Secretary
<table>
<thead>
<tr>
<th>ACTION ITEM</th>
<th>When Presented</th>
<th>Responsibility</th>
<th>Progress/Date Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work as a group to get the books owned by MQ valued.</td>
<td>December 17, 2013</td>
<td>All Directors</td>
<td></td>
</tr>
<tr>
<td>The Communications Directors will be working on an article for a PR person for MQ.</td>
<td>April 28, 2015</td>
<td>Communications Directors</td>
<td></td>
</tr>
<tr>
<td>Organize a bus trip to Quilt National</td>
<td>December 20, 2016</td>
<td>All Directors</td>
<td>Bus trip in conjunction with Textile Center for August 17th, 2017</td>
</tr>
<tr>
<td>Modify grant proposals form to be more specific as to amounts that can be requested</td>
<td>December 20, 2016</td>
<td>Communications &amp; President-Elect</td>
<td>Completed 4/25/2017</td>
</tr>
<tr>
<td>Decide on what to do about insurance for quilts in future shows.</td>
<td>February 28, 2017</td>
<td>Communications</td>
<td></td>
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<tr>
<td>Look at policies for use of MQ logos and show logos</td>
<td>May 23, 2017</td>
<td>Communications</td>
<td></td>
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