Minnesota Quilters, Inc.                                                Board of Directors Meeting

Date: March 28, 2017                                                Location: Recovery Church, St. Paul MN

**Final:**

**Board Members Attending:**
Rose Allen (Co-President)
Pat Curtner (Co-President)
Martha Eaves (Past President)
Adrienne Lemberg (President-Elect)
Vicci Mattsfield (Treasurer)
Karen Knoll (Secretary)
Kathie Simon Frank (Operations)
Karen Newman (Operations)
Karen Kopitzke (Communications)
Merle Pratt (Education)
Lynnette Wass (Membership)
Barbara Jackson (Membership)

**Board Members Not Present:**
Kay Genelin (Communications)
Sharon Peterson (Education)

**Staff Attending:**
Brenda Lyseng

**Guests:**

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

**Secretary Report** (Karen Knoll)

A. The February, 2017 Board Meeting minutes were presented for approval.
   The minutes were approved.

**Treasurer’s Report** (Vicci Mattsfield)

A. The 990 form was reviewed.
   Do we need a valuation procedure for donations? This is an ongoing finance committee discussion.

   **Motion:**  Kathie moved to accept the 990 form, seconded by Karen Kopitzke. Motion carried.

   B. The finance summary/recommendation sheet was presented. The board may review the full finance sheets quarterly. There are 3 CDs coming due on 4/9/17, 5/23/17, and 6/8/17.

   **Motion:**  Kathie moved to renew the next 3 CDs (each for 1 year) as they come due, seconded by Barbara. Motion carried.

   C. The check request procedure is a work in progress.

**Show Director Report**

A. A laptop has been purchased for the show director.
B. A decision on insurance needs to be made by the next meeting so the 2018 challenge packs can be prepared. Kathie & Karen Kopitzke will work with Brenda on wording insurance disclaimer. When the decision is made, it should be announced in the newsletter.
C. The show registration report was presented.
D. Twin Cities Quilting will not have a special exhibit in our show this year.
E. Merchandise should be priced to include sales tax.

**LRPP (Adrianne Lemberg)**
A. A speaker is needed for the August member meeting.
B. Trying to get show faculty planned for several years in advance to allow for advertising.
C. The LRPP has been meeting monthly but will not meet again until after the show.

**Executive Committee**
A. Martha presented the nominating committee report.
B. Revised Grant Form was presented.
C. Nominations for outstanding volunteer were presented and a vote was taken.

**Communications (Karen Kopitzke)**
A. Getting a printed newsletter has been removed as an option when signing up online.

**Operations (Kathie Simon Frank)**
A. The office has been reorganized a bit.
B. Need to talk to the church about storage options for a portable stage.

**Membership (Barbara)**
A. There will be a volunteer breakfast at the Saturday April meeting at 9.
B. There will be birthday cake at both the Thursday and Saturday April meetings.

**Education (Merle Pratt)**
A. Merle presented a proposal for reorganizing the responsibilities of the Education directors – this is just to start the process.
B. The garage sale will be limited to MQ. Maybe allow members to sell at future meetings, discuss later.

Vicci moved to adjourn. Motion carried.

Meeting adjourned at 9:45

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></td>
<td></td>
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<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></td>
</tr>
<tr>
<td>Decide on what to do about insurance for quilts in future shows.</td>
<td>February 28, 2017</td>
<td></td>
<td></td>
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</tbody>
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