Minnesota Quilters, Inc.  
Board of Directors Meeting  
Minutes for October 24, 2017  
Location: Recovery Church, St. Paul, MN

Board Members in Attendance:

Adrianne Lemberg, President, Elise Frederick, President-elect, Kathie Simon Frank and Karen Newman, Operations Co-Directors, Rose Allen, and Pat Curtner, Past Co-Presidents, Mary Tague and Lynette Wass, Membership Co-Directors, Vicci Mattsfield, Treasurer, Karen Knoll and Kay Genelin, Communications Co-Directors, Merle Pratt and Diane Rose, Education Co-Directors, Sharon Lawrence, Secretary. Brenda Lyseng, Employee Show Director.

Meeting called to order at 5:00 pm. Adrianne Lemberg

Agenda Review - accepted

**Secretary’s Report** – Minutes were approved.

| Motion moved: Karen Newman – seconded Mary Tague |

**Treasurer’s Report** – Vicci Mattsfield – Following reports were approved

| Profit and Loss Budget Performance September 2017 |
| Profit and Loss Budget Performance October 2016 through September 2017 |
| Balance Sheet Previous Year Comparison as of September 2017 |
| Profit and Loss Previous Year Comparison October 2016 through September 2017 |

MQ operated within budget. We are down but not as much as forecasted.

| Motion moved: Karen Newman – seconded Pat Curtner |

Question was asked where monies from such donations as Amazon Smile appear in the report. The line item is 46430 – Miscellaneous Revenue.

Request for Reimbursement: Under $500 require receipts, requestor’s name, title and job. Requires one board member signature. Over $500 requires two signatures. Requestor is accountable for all receipts presented for reimbursement.

Gifts in Kind: Still in progress the new form. The party presenting the item as a gift - use “other denoted”. For the small quilt auction etc. Value of the gift. Give them a copy. Put down a truer value of the gift.

Rose Allen – Motion to move $25000 to a nine month CD. Approved.

| Motion moved: Kay Genelin – seconded Lynette Wass |

**LRPP** (Long Range Planning Project) – Nothing reported

**MQP** (Minnesota Quilt Project) – March 2-4 Workshop.

**Director’s Reports**

**staff@mnquilt.org** – Use for anything financial.

**Meeting dates:** November 28 will be a joint meeting of the Finance Committee and the Board. December meeting will be on the 19th – combined Board and Finance 6-9.

**Pop Up Sales:** (Adrianne Lemberg) Discussion was held regarding the pop up sale table and the need for someone to assist in managing sales. Agreed to report at the MQ meeting that if anyone brings items for sale and if they do not sell, they are to pick them up at the close of the meeting. **Action item:** Find someone to volunteer to coordinate the pop up sale table.

**Quilter of the Year:** (Adrianne Lemberg) 3 nominees for quilter of the year.
Scholarship Applicants: Two applicants were nominated.

Motion moved: Kathie Simon Frank – seconded Rose Allen

Grants: Elise Frederick Five applications submitted. Tabled for next meeting

Strategic Planning: Diane Rose and Kathie Simon Frank - vision statement – tabled till next meeting.

Education – Calendar - Merle Pratt and Diane Rose

December 2: Holiday Brunch
January 4-6: Introducing 2018 Show Faculty MQ Monthly Meetings
January 3: Quilting for others workshop
February 1-3: MQ Meeting – Amanda Jean Nyberg – new book – No Scrap Left Behind
February 2: Class by Amanda Jean Nyberg
February 15, 16, 17 – Tentative Intown Retreat – Millie P’s
March 1: MQP o- Lori Triplett – Exploring the Poos Collection
March 2: Class Adire: Indigo Resist Techniques $35/person 9:30-12:30
March 3: MQ Meeting Chintz Quilts in Poos Collection. Afternoon class: Chintz columns up close and personal. $30/person – minimum 10 attendees
March 4 – 7: Retreat Camp Wapo – Sandi Irish
April 6: Quilting for others
May 3-5: MQ Meeting
June 7-9: MQShow
July 12-14, Jelly Roll Race
August 4: Tentative bus trip to Rochester Guild
Suggested we add one more retreat to calendar. Riverside

Operations: Kathy Simon Frank

Discussion about the use of tablets for credit card payment. Square being used. 3 tablets needed for membership and one for merchandise. Dedicated tablets with passwords. Suggested Cosco had them for $169. Suggested to ask membership if anyone had a table to donate.

Discussed the issue of mailing newsletters to the membership who do not use email. Motion approved to charge members at renewal $20 for mailing a black and white version of the monthly newsletter effective November 1, 2017. Approved

Motion moved: Vicci Mansfield – seconded Rose Allen
Amended motion – Pat Curtner – Rose Allen – Exception to any increase for founding mothers. Approved

Communications: Karen Knoll

Logos – still in progress

Membership Drive for 2018 - Mary Tague

Roll back gift membership drive of $10. Current members can purchase a gift certificate for next year’s membership for $10. These certificates will be good until May 2018.
Show Report: Brenda Lyseng – Show Director.

1. Extend show hours on Thursday and Friday to 6pm from 5pm. Amended Friday hours to 5:30 pm.

  Motion moved: Mary Tague and seconded by Kay Genelin

2. Recommended online registration only for advanced registration and for quilt entries and to find an alternative method for those without computers. Show committee to find the most cost effective way to submit photos for their registration. Goal to make registration more efficient.

  Motion moved: Elise Frederick and second Merle Pratt

3. Recommend distribution of remaining Small Quilt Auction items
   - Current SQA chairs decide if they want to keep any
   - Sell at pop-up table in January
   - Donate remaining to nursing home (Jan Schmidt has offered)

4. Recommended that smaller “raffle quilt” be included in the raffle as a 2nd price.

5. Recommended that we ask for use of extra church office for May drop off. Discussion held that additional space was not available at the church.

Sharon Lawrence, Secretary – Approved 11/28/2017