Minnesota Quilters, Inc. Board of Directors

October 23, 2018 Finance and Board meeting

MQ Meeting – Members present for Finance Committee/Board meeting
Members present: Elise Fredrick, Adrienne Lemberg, Diane Rose, Vicci Mattsfield, Peggy Stockwell, Karen Knoll, Kathie Simon Frank, Mary Tague, Linda Wines, Donna Rockette, Karen Kopitzke, Sharyn Resvick, and Sharon Lawrence. Staff: Renae Shields (MQ Bookkeeper)
Member not present: Karen Newman. Guests: Annemarie Yonke and Deb Burk.

Meeting called to order at 5:00 p.m. by Elise Frederick – agenda was approved

Challenge Quilt for 2020. Annemarie and Deb presented the challenge fabric – Power Flower for the 2020 Challenge. Moved to increase the 2020 budget by $200 to allow the additional expense for the fabric and shipping. Moved by Kathie Simon Frank and seconded by Vicci Mattsfield. Motion carried.

Finance Committee: Renae Shields presented the yearend report. Total assets are $350,031 at 2018-year end; $55,182 above what they were at the end of last fiscal year.

CDs are coming due in November. One for $21,000 and another for $20,000. Moved to roll over the two CDs for another year. Motion carried.

Year end reports are due. Need volunteer hours.

Treasurer’s report – Vicci Mattsfield – Moved to approve the financial report as presented by the MQ bookkeeper. Motion carried.

Show Report:
Non-MQ members on Show Committee. Consensus of the Board is that all show committee members must be MQ members in good standing. Suggested that a letter go out to all committee members reiterating the rules and benefits of serving on the show committee.

Discussion regarding continuing complimentary business memberships to our sponsors.

Executive Committee:

President

Show director interviews are progressing. Expect to have a candidate approved by the November meeting.

Quilter of the Year: Several nominations were presented. Board approved motion of the first choice for the Quilter of the Year. Karen Kopitzke moved, and Adrianne Lemberg seconded. Motion carried.

Website Annual updates overdue:
Website 2018-2019 updates – the links are in process of being updated so there is an ease in obtaining the link they are requesting.

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Job Descriptions: Reviewed the job descriptions of Membership Coordinator (changed to membership greeters), Newsletter Editor, Public Relations, Volunteer Coordinator – will review Holiday Brunch coordinator in November. Moved to approve Membership Greeter to accept the wording as amended. Moved by Diane Rose and Seconded by Vicci Mattsfield. Motion carried. Mary Tague moved, and Peggy Stockwell seconded to accept the Newsletter, Public Relations and Volunteer Coordinator job descriptions with the amended words. Motion carried.

Co-President Elect – Linda Wines – Karen Kopitzke

Grants review: Linda Wines - Grants will be approved at the November meeting.

Long Range Program Planning: Karen Kopitzke: Teacher applications are to be combined so they are easier to find on the website. Working on reviewing the contracts for teachers for the show and for the membership meetings. Working with Deb Svedberg on the comments that come in to coordinate all these comments. Looking at estate planning for members. Suggested to have the Past President serve as chairman versus the President Elect.

Past President: Adrianne Lemberg

Board job descriptions approvals and update on website – will be sent to Deb to type up for our review.

Board director annual reports: sent to past president and office administrator

Nominating committee: one member has signed.

Secretary: Sharon Lawrence – Motion by Sharyn Resvick and seconded by Vicci Mattsfield to approve the September minutes as amended. Motion carried.

Treasurer: Vicci Mattsfield – cancelled cards for Brenda Lyseng and updated banking info and signatures.

Board Director’s reports

Communications: Peggy Stockwell

Microphone system – looking at improving the sound system at our meetings. Public relations position updates the quilt shops.

Education: Diane Rose

Holiday Brunch: Donation by a member who cannot attend this year but sent a check for $60 so two members could attend. Suggested to call and let this party know that we do not have a way to facilitate giving to a member, but we will invite one of our donation groups to come to the Holiday Brunch as our guest.

Planning calendar was received for the 2018-2019 year through May.

Membership: No report

Operations: Kathie Simon Frank

Tour of the new office space and storage space. No decision on who will move into the new office.

Recovery Church table donations suggested: MQ needs additional tables and Kathie Simon Frank will contact the church to discuss if we purchased more tables would this be okay and does the church have space to store.

Turnover meeting –

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Reviewed email system and MQ website tutorial

Office overview

Job positions and budget

Motion to approve the meeting adjourn was made by Kathie Simon Frank and seconded by Vicci Mattsfield. Motion approved. Adjourned at 8:30 p.m.

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