



Board of Directors Meeting

Date: Jan. 23,2024. Fiscal Year FY2024

Time: 6:30 PM

Location: via ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/83580491319?pwd=aXN3c043aGxkbWRDdXA1QXB0UWY0QT09>

Meeting ID: 835 8049 1319 Passcode: Board

[Link to Board Packet - January](#)

Board Members & Show Director:

Board Members	Role	Attending	Absent
Wynn Martin	President	X	
OPEN	Past President MQ		
Mea Clift	President Elect	X	
Marcy Huggins	Treasurer	X	
Deb Norsten	Secretary	X	
Brenda Lyseng	Show Director		X
Liz McHenry Sarah Parker	Education Directors Education Directors	X	X
Karen Kopitzke	Communication	X	

Board Members	Role	Attending	Absent
Regina Zedell	Directors	X	
OPEN	Operations Directors		
Karen Root Wendy Kieser	Membership Directors	X	X
Debra Svedberg	Staff		X
	Guests		

The mission of Minnesota Quilters, Inc, is to nurture the art and craft of quilting through inspiration and education, to support our communities through our craft, and honor our quilting heritage.

Agenda	Discussion	Tasks/Conclusion/Responsibility
Call to order		Call to Order was made by Wynn Martin at 6:33 pm
Approval of minutes (Secretary)	<ul style="list-style-type: none"> ● Review/approve minutes ● Work Plan 	<ul style="list-style-type: none"> ● Marcy made a motion to approve the December meeting minutes. Mea Seconded. Motion passed. ● Deb went through the sample work plan as a way for everyone to see work that is being done, who is responsible and status. There is an additional sheet that can hold ideas we don't have time to act upon, like a "parking lot" type repository. It was agreed that the document will be created and housed in an easily and visible shared folder. Written explanation will be included.
Treasurer	<ul style="list-style-type: none"> ● Current Financial status 	<ul style="list-style-type: none"> ● Cash on hand \$83k as of 12/31/23 ● Thank you letters are being worked on for MQ donors. Linda Wines has volunteered to send hand written notes for anyone who has contributed more than \$25. ● Launching a fundraising campaign in Feb to align with Valentine's Day. ● Budget is completed! Marcy will post final official budget, which will be in the Shared Drive – BOD Folder – Treasurer Report Folder– Title: Official 2024 Budget. <ul style="list-style-type: none"> ○ Projecting positive income year.
Show Director	<ul style="list-style-type: none"> ● Registration Update ● Marketing and outreach efforts ● Show Lecture: I'm MQ, Are You? Presented by the BOD ● Chartered bus tours sponsored by MQ 	<ul style="list-style-type: none"> ● Registration opened on Jan. 16 with the same numbers as last year. <ul style="list-style-type: none"> ○ Claudia's class filled up right away with a wait list and capacity was increased with the class filled to capacity yet again. ○ David Owen Hastings workshops are open as

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	<ul style="list-style-type: none"> ● Classroom sewing machine policy 	<ul style="list-style-type: none"> ○ contract with Woodland Retreat was worked out. ○ Solid enrollment in most workshops. ● 450 packets are being assembled this week for quilt shops with one Complementary ticket, 11x17 poster. Upper Michigan shops added. ● Lectures – would like to add “I’m MQ are you” – hosted by the board. Great idea. Talk about it in detail in Feb. Offering multiple times may reach more people. ● MQ hosting buses rather than relying on quilt shops – Brenda is working on details and we would do the registration and marketing. More to come on this. ● Sewing machine policy for the show. Allowing those who want to bring their machine the freedom to do so and ensure machine sponsors expect some may bring machines. Good compromise for those attending classes. We agreed a policy should be written and is a good idea.
President	<ul style="list-style-type: none"> ● Quilt National 23 exhibit in Fargo-Moorhead, Jul-Aug 2024. Requesting \$2000 for sponsorship support. (WM) ● BUDGET IS FINALIZED for FY2024 (see Board Packet) ● See president’s WIP report in Board Packet) 	<ul style="list-style-type: none"> ● Sponsoring Quilt National was discussed last month and is provided in the budget. A motion was made by Deb to approve the \$2k sponsorship; Mea seconded and the motion passed. <ul style="list-style-type: none"> ○ Our name is published as a sponsor. ○ Is it possible for us to send a bus?? This is an action item going forward. ● Mea motioned to approve budget for FY24; Wendy seconded and the motion passed. ● Wynn’s work-in-progress report is in the board packet if anyone is interested. <ul style="list-style-type: none"> ○ There will be times when show committees are working on something and community is doing something with the two being at cross purposes. Going forward we’ll need to ensure open communication to ensure the work is coordinated efficiently and not duplicated.

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		<ul style="list-style-type: none"> ○ Job descriptions are being edited and we'll see copies of finalized versions from Wynn soon. ○ Board needs to participate in recruiting. April member meeting will be a good opportunity for this as we'll set up tables for the April meeting and have a social event afterward. It is our anniversary month, so cake is likely! Need to advertise and promote this and have someone stay on Zoom, too. Membership should be involved and help execute. Wendy to schedule a meeting with membership and education to talk this through.
Membership	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● No updates
Operations	<ul style="list-style-type: none"> ● OPEN 	
Communications	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● Newsletter editor – there is an article explaining job but not using job description. This was intentional to imply new editor can write their own job description. Article in Thursday Thimbleful in a few wks. Karen has a couple people in mind who would be excellent and live out of state. However, life events may prevent a commitment. <p>Debra S has capacity and is going to complete the newsletter for the foreseeable future. We have received very positive feedback on the January newsletter. If someone is interested, they could work together with Debra if their skill set is not expansive.</p>
Education	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● Met to discuss the January meeting on Saturday where the internet went down and caused confusion. The conclusion/solution was that there needs to be a stronger

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		<p>line of communication with the host of zoom and in person host when something major occurs.</p> <ul style="list-style-type: none"> ● Education is in need of membership meeting coordinators. ● Liz is focused on getting bookmarks out. Bookmarks will go into packets for the show materials. ● Having two people at a table at retreats was voted down by retreat attendees. Need volunteers to coordinate in town retreats so they can be hosted more often. Two people needed to manage the process. We will stick with what we planned out for this year. Put in ideas spreadsheet.
Old Business:	<ul style="list-style-type: none"> ● Comcast contract ● Guild Membership Update – meeting took place to combine efforts from multiple disciplines to brainstorm and streamline efforts. 	<ul style="list-style-type: none"> ● Mea will follow up with Debra on Comcast contract/issues – can we share internet with the Church? ● Delete Guild Membership from agenda as there is nothing more to update.
New Business:	<ul style="list-style-type: none"> ● Mea will chair State Fair planning/implementation committee ● International Quilting Day in March 	<ul style="list-style-type: none"> ● Mea will coordinate State Fair efforts as this needs more coordination to ensure everyone and Board knows what is going on since it is such a good outreach opportunity. New contact at Fair is a bit more forward thinking. Ensure people know what they are to be doing – setting expectations. ● Mea discussed International Quilting Day in March: <ul style="list-style-type: none"> ○ Posts will be going out for a call to participate in International Quilt Day all over the state to set up a quilting event. Membership should be driving force – empowering you to share your love of quilting with your community. Good opportunity to outreach and get visibility on a day when everyone else is doing it. Mea will compose an email to go out in future Thurs Thimblefuls. Need a few events around the cities. Date is Sat.

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		<p style="text-align: center;">March 16, 2024</p> <ul style="list-style-type: none"> • Also a textile event in Feb. to create a textile flower – crafting day at textile center. They will go into a garden surrounding The Textile Center. The communication for this event didn't get to the right person in time for us to promote properly.
Meeting Close		<p>Motion made by Mea and seconded by Marcy to end the meeting. Motion passed and the meeting ended at 7:45 pm.</p>

Submitted by: Deb Norsten (Secretary)

Date: 1/24/24

Board Related Meetings

Member Meetings: First Thursday and following Saturday

MQP Meeting: ??

Staff Meetings: Second and Fourth Wednesday @ 2:00 PM

Finance Meeting: Fourth Tuesday @11:00AM

Membership Meeting: as needed

Show Committee: Fourth Saturday @9:00 AM

QFO Meetings: Every Wednesday 11AM-1PM

Executive Committee: Contact President if you wish to attend

FLAP Meeting: Third Tuesday @ 1:00 PM

Board Meeting: Fourth Tuesday @6:30-9PM (shorter if possible)

Communications Meeting: as needed