

BOONESLICK TRAIL QUILTERS' GUILD
Board of Directors Meeting
MINUTES
July 10th 2017

6:00pm Meeting called to order by CEO Bettina Havig.

Present: Bettina Havig, Suzanne de Chazal, Pat Taylor, Marilyn Wooldridge, Virginia Peterson, Merrill Winfield, Pat Leistner, Mindy Smith, Linda Karns, Joyce Campbell, Catherine Erlanger, Debbie Odor, Janet Hollandsworth, Louise Rynkewicz.

Absent: Brenda Austin, Janet Sapp, Barb Hawley, Connie Richards, Barb Nixon.

The minutes of the June 12th 2017 Board Meeting were accepted as submitted.

Treasurer's Reports: The Income/Expense Report and June General Ledger were presented. Linda Karns questioned the entry "void - new cost negotiated" for check 2958 to Fairview United Methodist Church. Mindy Smith believes this to be because the check was written prior to a fee reduction. Reports accepted as submitted and filed with Meeting Minutes.

Catherine Erlanger distributed revised forms for Check Request, Cash Withdrawal Request and Deposit. She requested that Check Request Forms accompany documentation/contract at all times. She explained how to use the form and stated that she will not issue a check unless the form is completed accurately.

Audit Report: Mindy Smith presented the 2016-2017 Audit Report. She described five items that needed attention but recognized that these were minimal given the scope of activity involved. The Audit Report was accepted as submitted and filed with the Meeting Minutes.

Mindy Smith presented an Audit Summary containing recommendations for future treasury transactions. She stated that it was prepared for Board information purposes only and does not reflect on the performance of previous treasurers. Catherine Erlanger requested that her name be removed from this document to acknowledge her lack of agreement with some of the content.

Bettina distributed State of Missouri Sales/Use Tax Exemption forms. These should be presented to vendors when purchasing for the Guild. She noted that taxes paid by a member will only be reimbursed by the Guild if an attempt made to gain exemption has been refused by vendor. Some local establishments may have the Guild's Tax Exemption form on file. These include Hyvee at Rockbridge and Broadway, Office Depot, Staples, Kinkos-FedEx and Dollar Tree on Broadway. Sam's Club will recognize exemption using Bettina Havig's account. She requests reasonable notice if her presence is required for a purchase.

Merril Winfield was asked by Mona Stevenson to sign three checks to pay for July 6th Starlight speaker. She expressed her discomfort at having to sign these with no notice, and without seeing the contracts.

Day Chapter Report: President Linda Karns suggested some ways in which the Day Chapter might celebrate its 40th year. These ideas included members wearing retreat T-shirts; sharing quilts made in Guild workshops; long-term members sharing past stories; and she asked the historian about the availability of photos from the past.

Starlight Chapter Report: Merrill Winfield stated that she felt her first meeting as President went well. Since the next meeting is a Sit'n'Sew, she feels offering cookies and desserts might help to attract participants. The possibility of combining both Chapter meetings into one celebration in February was

discussed. Possible uses for the collection of 46 Missouri-related blocks made by Guild members in 1979-80 were discussed. These included raffling them to raise funds; using them as decorations at the celebration meeting; making new versions of them in modern fabrics. Pat Taylor and Suzanne de Chazal suggested that copies of the original pattern book, "Missouri Samplings" be made and sold to raise funds.

Day Programs: Joyce Campbell has a list of monthly programs that will be submitted for inclusion in the Newsletter.

Starlight Programs: In Mona Stevenson's absence, a partial list of monthly programs was presented by Bettina Havig. Mona would like suggestions for future programs.

Library: Suzanne de Chazal and Pat Taylor will attempt to relieve the space constraints of the library by culling certain books that are seldom checked out. No book will be withdrawn without consultation with the Guild. Concern was expressed that members are not utilizing the library resource and it was suggested that certain books be showcased as "book-of-the-month" during meetings. Also that newly acquired books be highlighted at meetings. Members attention should also be drawn to the existence of a master list of books on the website. This list needs to be updated.

Membership: Pat Leistner reported that last year's membership was 155 and so far this year there are 88 paid members. It was suggested that members who have not renewed yet should be called to encourage them to return, or to ascertain their reason for not renewing. Pat stressed that members should attempt to make new members feel welcomed: she personally called new member Donna Brunet. Bettina Havig noted that the Guild receives mixed reports as to whether new members feel welcomed. She plans to host a tea for new members in October. Catherine Erlanger suggested having a person designated to accompany new members and guests at meetings. All membership checks are being held for deposit until July 12th. Catherine Erlanger will send a current membership list to all Board members each month.

Newsletter: Marilyn Wooldridge would like to interview charter members of the Guild for publication in the Newsletter. Pat Leistner suggested interviewing new members and including this in the Newsletter. Catherine Erlanger would like the new member contact information to be easy to cut and paste from the Newsletter. The mailing list will consist of only current paid members.

Historian: Virginia Peterson reported that she has a target date of Nov 14th for completing the conversion of minutes of old meetings into pdf format. She stated that not all photographs have copied well. Bettina Havig suggested that, once the library has been reduced, there should be room on the shelves to store the scrapbooks. Discussion concerning old paperwork disposal will be postponed until later.

Quilt Show: Bettina Havig stated that the Board will act as a committee of the whole for the time being. She has reviewed members' responses to the survey regarding venue preference and she comments that Stoney Creek is not significantly bigger than the gym at Fairview Church, while the cost is triple. It was also noted that the space for vendors was very dark. Bettina noted that vendors are not making a profit from attending the show and previous vendors are not returning. She suggests that it might be better to promote local quilt stores. Catherine Erlanger wondered whether local quilt stores could sponsor certain elements of the show. Bettina noted that the primary objective at this time is to determine a date and a place.

Membership Directory: Debbie Odor asked the Board whether we should continue to include photographs of members in the directory. The Board was in agreement that photographs should remain part of the directory. She asked whether it is necessary to continue to print bylaws in the directory since they can be published on the website and printed when necessary; they double the cost of printing the

directory booklet.

Motion: Debbie Odor made a motion to delete the bylaws and policies from the membership directory. Second by Suzanne de Chazal. Motion carried with two opposed.

Catherine Erlanger requested that details and contacts for special interest groups be included in the directory.

Webmaster: Janet Hollandsworth explained that the website has been hosted for over a year on a secure, dedicated server by Kim Diamond of Sweet Dreams Quilt Studio. This is a gift to the Guild from Kim and it was agreed that members should recognize her generosity by sending a card of thanks. Janet intends to make some changes to the website as time allows. She did remove a pay-per-link which is not legal for a not-for-profit organization. Online registration is a possibility but would need a gateway for payment. Suzanne de Chazal suggested that Janet present a website usage tutorial at the September meetings. Janet agreed but requested a reminder by email, text or phone call.

It was also mentioned that Carrol Lewis gifts the Guild a storage unit.

Social Media: Barb Nixon absent.

Retreat: Brenda Austin and Janet Sapp were absent. Bettina Havig conveyed Brenda's inquiry as to whether it is necessary to be a member in order to attend the Retreat. This subject will be revisited at a future date and will be put to the vote.

Old Business: Letter of resignation from the position of Past CEO by Donna Puleo will be filed with the minutes. The position, by definition, cannot be filled.

Letter of resignation from the position of Service Project Chair by Christi Brietzke will be filed with the minutes.

State of Missouri Order Summary will be filed with the minutes.

New Business: Bettina Havig reported that the Guild has been contacted and asked to advertise Ricky Tims' Quilt Luminarium in Kansas City in March 2018 with the offer of free tickets and other items.

Motion: Catherine Erlanger made a motion to not take advantage of advertising the Quilt Luminarium. Second by Pat Leistner. Motion carried unanimously.

Bettina Havig requested that Board members let her know one week before the next Board meeting if they have a report.

The library is not available for the Board meeting in September. Joyce Campbell has offered her home for the evening.

Meeting adjourned by Bettina Havig at 8:35pm.

Respectfully submitted by

Louise Rynkewicz

BTQG Secretary 2017-18

