

BTQG Board of Directors, April 13, 2026, Meeting Minutes

Location: Appletree Quilting Center

Present: Mindy Smith, Mona Stevenson, Martha Eberhard, Maggie Walter, Barb Nixon, Jim Reese, Janet Hollandsworth, Kitty Peer, Anna Mary Hughes, Janet Sapp

Absent: Glenda Moum, Donna Puleo, Kat Reece

Mindy called the meeting to order at 10:00 a.m.

Officers' Reports

Janet Sapp, Secretary:

Martha Eberhard moved the minutes of March 9, 2026, be approved with two corrections, Kitty Peer seconded and the motion carried.

Mindy Smith, CEO

Mindy reported the guild received \$39 from Corinne from items sold at the Columbia Senior Center.

Mindy reported to the Board that after doing a compliance review of the BTQG bylaws and policies in relation to Missouri not-for-profit statutes and IRS rules/preferences in relation to our 501C3 status, BTQG is in good standing with its structure. However, she noted a few areas the Board needs to be aware of and requires their discussion and decisions:

1. Board vacancies and incumbent term extensions--There is a Missouri not-for-profit law that the Board and members should be aware of regarding elected Board terms and vacancies-- Missouri Statute 355.331.4 -- Despite the expiration of a director's term, the director continues to serve until the director's successor is elected, designated or appointed and qualifies, or until there is a decrease in the number of directors. There was also discussion that Missouri law limits director's terms to a maximum of 6 years. This led to discussion of staggering the elected positions so that 3 remain in office each year and 3 new directors are elected; however, that would require each director to a 2-year minimum term.

Board action—Bylaws changes:

Martha Eberhard moved the Bylaws Article 4-Section 2.1. be changed to--each officer shall be elected for a 1-year term and may not be elected to more than 5 successive terms. Mona Stevenson seconded and the motion carried. There was one abstention.

2. Oversight/Governance Section – Policies & Procedures -- An oversight/governance section is needed in our Policies for operational policies that are not committee specific.

Board action—Policies change:

Martha Eberhard moved that we add a section at the beginning of the policies document, Oversight/Governance, to include operations guidelines that are not committee specific. Janet Hollandsworth seconded and the motion carried. Following this discussion it was determined to add the verbiage from the Missouri Statute 355.331.4 to this new section of the policies.

3. Sharing Personal Information—Policies & Procedures - A policy is needed stating that BTQG does not share personal information with third parties.

Board action – Policies change:

Maggie Walter moved that a new policy be added to the Oversight/Governance section as follows: The Booneslick Trail Quilters' Guild maintains strict confidentiality of all member information. Addresses and personal data collected by the guild are used solely for internal administrative purposes and will not be shared, disclosed, or distributed to any third party. Martha Eberhard seconded and the motion carried.

4. Conflict of Interest – Policies & Procedures – A policy is needed regarding conflict of interest. In relation to our 501(c)3 status, the IRS Code does not require a specific bylaw/policy regarding conflict of interest, but it does expect us to ensure compliance plus transparency, recusal and proper handling of any potential private benefit with a clear process for identifying conflicts, collecting annual disclosures, and documenting recusals whenever a board member has a personal interest.

Board action – Policies change:

Martha Eberhard moved that we add a conflict of interest/disclosure statement to our Oversight/Governance section of the policies. Maggie Walter seconded and the motion carried.

Martha Eberhard, Treasurer

Martha reported no change in membership for the month of March, and the treasurer's report was approved by acclamation.

Martha presented a proposed budget for 2026-2027. Maggie Walter moved to accept the proposed budget, Janet Hollandsworth seconded and the motion carried. Martha will be sure a copy of the proposed budget is included for the May Quilt-a-Gram.

Martha Eberhard moved to update the policies by changing the administration of the membership roster from the treasurer to the membership chair. Barb Nixon seconded and the motion carried. The Treasurer maintains oversight of the membership roster. Changes will be made to the job description of the Treasurer and the Membership Chair reflecting these changes.

Martha also brought up the subject of speakers requesting payment prior to Zoom meetings. There was much discussion about how to handle this. Martha will write a proposal to be looked at during the May Board meeting. One special note from this discussion, speaker contracts should not be signed by the guild prior to the signing by the speaker.

Maggie Walter, Past CEO

Maggie reported that the speaker for the Annual Meeting will be Laura Piland from Kansas City. She will speak about Storybook quilts. Maggie is also planning a quilt parade. Details about the parade will be in the Quilt-a-Gram.

Mona Stevenson, Day Chapter president

Mona reported there were 57 members with 2 visitors at April's Day Chapter meeting. She is working to update the job description.

Kat Reece, Membership chair (absent)

Mindy reported there were 36, including 1 guest, at the March Starlight meeting.

Jim Reese, Program chair – nothing to report.

Anna Mary Hughes, Librarian

Anna Mary reported she has a list of approximately 20 books that are not found in the library and has another list of approximately 12 books that are not listed in the master list.

Kitty Peer, Service Project chair

Kitty reported that she has two finished and 4 more "in the works" for service quilts. She has received several donations of quality fabric and batting.

Janet Hollandsworth, website

No report. Martha Eberhard did pass along a thank you to Janet for getting the quilt show information up on the website. It looks great.

Martha Eberhard, Quilt Show chair

Martha shared the bookmarks for the quilt show and said things are progressing.

Kitty Peer, Nomination of Officers Committee chair

Kitty is still looking for a CEO, Vice CEO and Day President. Volunteers for other elected positions are Janet Hollandsworth, secretary; Willie Morris, treasurer; Jim Reese, Starlight President.

The meeting was adjourned at 11:41 p.m.

Respectfully submitted, Janet Sapp, secretary