

BTQG Board of Directors, May 11, 2026, Meeting Minutes

Location: Appletree Quilting Center

Present: Mindy Smith, Mona Stevenson, Maggie Walter, Barb Nixon, Maria DeLamatre, Janet Hollandsworth, Kitty Peer, Anna Mary Hughes, Janet Sapp

Absent: Glenda Moum, Donna Puleo, Martha Eberhard, Jim Reese

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

Officers' Reports

Mindy Smith, CEO

Mindy thanked the Board for being a joy to work with this past year and said she hoped the members all enjoyed their time on the Board.

She also wanted to clarify that when talking about the Missouri Statutes and the request to change our by-laws, while this moves us into alignment with the statutes it's not like anyone is going to get in trouble — there is no negative consequence if we don't have a position filled. Our standing with the state is more based on our finances as well as our annual filing with the state.

There are three items that were discussed and agreed upon to table until June when the newly elected board will be in attendance at the meeting. They are:

- 1) Adding the conflict-of-interest form
- 2) Address the best method to pay for Zoom speakers.
- 3) Consider adding a new oversight policy to ensure our official guild forms are kept updated. The oversight could logically be added to the CEO duties, since the CEO is already responsible for ensuring board job descriptions are updated and posted on the website.

She reminded everyone to have the articles for the June newsletter to Glenda by Wednesday at 5 pm.

Janet Sapp, Secretary:

The minutes were approved by acclamation.

Mindy reported for Martha Eberhard (absent), Treasurer

See summary attached.

Maggie Walter, Past CEO

Maggie reported that things are going well. She will be checking into making sure coffee is available for the meal.

Mona Stevenson, Day Chapter president – Nothing to report.

Kat Reece, Starlight Chapter president – Appletree was a good venue to host for Zoom meetings. There were 16 in person and 20 online for last week's Starlight Zoom meeting.

Maria DeLamatre, Program chair – nothing to report – everything is done. Looking forward to September's Speaker.

Kat Reece, Membership – 52 members at the Day Chapter meeting and 36 members at the Starlight Zoom meeting.

Anna Mary Hughes, Librarian

Anna Mary reported that when she took over for Librarian, she was not given any guidance or instruction and was not even aware that she was required to attend Board meetings. This was a topic Mindy had planned to address later in the meeting. For all Board members they need to have all their job descriptions and chair notebooks updated and plan to spend time with the new board members discussing the job at the June Board meeting. She also asked the board members to be helpful in answering questions and follow up with them even later after the new member has started the job.

Anna Mary also reported there were 51 missing books from the inventory list and 4 books currently checked out. Anna Mary will share her information with Mona Stevenson. According to the Bylaws one of the job duties of the Vice CEO is annual inventory of BTQG assets. Mona will work with the new librarian and share recommendations.

Kitty Peer, Service Project chair

Kitty reported that she has four finished twin size quilts to be delivered and three finished lap quilts and three "almost" finished lap quilts that will be going to Ellis Fischel.

Janet Hollandsworth, website

Janet has posted updated job descriptions and will continue to post any other job descriptions to come in.

Kitty Peer, Nomination of Officers Committee chair

All positions are filled. See attached list.

Barb Nixon, Social Media

We have 1,700 members on the BTQG Facebook page and 398 members on the Friends of BTQG Facebook page. She will add Laurie Matthews to the permissions so Laurie can update information when she takes on the role in June. Barb also said she has volunteered to fill in for Laurie if she is unable to make it to some meetings.

Mindy Smith, Winter Retreat

Nothing to report at this time. She is preparing to schedule their first committee meeting.

The meeting was adjourned at 10:58 a.m.

Respectfully submitted, Janet Sapp, secretary