

BTQG Board of Directors July 14, 2025, Meeting Minutes

Location: Daniel Boone Regional Library

Present: Mindy Smith, Donna Puleo, Maggie Walter, Janet Sapp, Mona Stevenson, Marilyn Beissenherz, Anna Mary Hughes, Alice Leeper and special guest Willie Morris

Absent: Martha Eberhard, Jim Reese, Kat Reece, Kitty Peer, Glenda Moum, Janet Hollandsworth, Barb Nixon and Lora Brinkman

Mindy called the meeting to order at 10:00 am. The minutes of June 9, 2025, meeting and the treasurer's report were approved by acclamation.

Officers' Reports

CEO - Mindy Smith

- Following discussion, the Board agreed to hold its meetings on the 2nd Monday of each month at 10:00 a.m.
- The Board discussed the 25-26 Chapter meetings. With the consent of the Day and Starlight Presidents it was agreed to move July and September meetings to July 6 (day) and 9 (starlight) and September 3 (starlight) and 14 (day) due to the holidays in July and September.
- The Board discussed the updated Fairview Rental Agreement. Maggie Waler moved that we authorize Mindy to take the final agreement to the church for their approval at their Board meeting as well as have a \$250 check drawn for the security deposit. Mona Stevenson 2nd. Motion approved.
- Mindy presented financial forms that had been updated by Martha Eberhard. The updated forms were approved by acclamation with removal of Historian and Hospitality on the forms.
- Mindy presented the contract from the Lodge of Four Seasons for the 2027 Winter Retreat. Anna Mary Hughes moved that Mindy be authorized to have a check drawn for the \$500 deposit. Mona Stevenson 2nd. Motion approved.
- Mindy presented insurance options. Following discussion Anna Mary Hughes moved we purchase the Personal Property and Liability option for \$452/year. Maggie Walter 2nd. Motion approved.
- Mindy provided updates to the Policies. Janet Sapp moved to accept the changes to the policies as discussed, including first come first serve on retreat and workshop registrations, and responsibilities of new Chapters Program Committee. Anna Mary 2nd. Motion passed. Mindy asked the board to continue to consider any changes that need made to the Policies throughout the year.

Vice CEO – Maggie Walter

Maggie turned over information for the Quilt Show Chair and the Programs Chair to Mindy.

Treasurer – Martha Eberhard (Absent)

- Willie Morris presented the Financial Audit. The audit committee found a few areas that need improvement: better documentation, can't sign for own check request, 3 reports at each Board meeting had some missing reports. Mona Stevenson moved to accept the Finance audit as presented. Donna Puleo 2nd. Motion approved.
- Mindy reported for Martha. Martha has purged old records (backing/supporting documentation) for 2019-2020; 2020-2021; 2021-2022. Kept monthly treasurer's reports.
- Martha created a timeline document for treasurer to use to remember to take certain actions in a timely manner.
- Received a thank you letter from Boone County Historical Society for the \$180 donation from the guild.
- Martha and Mindy have gone to Central Bank to change over signature authority.

Day Chapter President – Mona Stevenson

Approximately 40 members at the July meeting. Will encourage members that arrive for Sit and Sew to sign in when the table opens. Mona will also check with the members to determine the continued interest in Monday Day Meeting Sit and Sew.

Starlight Chapter President - Marilyn Beissenherz

Approximately 40 members at the July meeting.

Standing Committees

Programs – Chair Jim Reese (absent)

No report

Membership – Chair Kat Reece (absent)

No report

Library –Chair Anna Mary Hughes

Anna Mary reported she is making substantial progress in the inventory.

Newsletter –Chair Glenda Moum (absent)

Mindy reported with a reminder that articles are due Wednesdays by 5:00 p.m. and asked the board to be respectful in meeting the deadline.

Service Projects – Kitty Peer (absent)

No report

New Business

Church cleanup expectations are to be provided annually to Jacob Carlson and Chapter Presidents.

Adjournment: 11:50

The next board meeting will be held Monday, August 11, 2025, at 10:00 a.m., Daniel Boone Regional Library, Conference Room A.

Motions for Newsletter

- Board meetings will be held on the 2nd Monday of each month at 10:00 a.m.
- Minutes and Treasurer's report for June 9, 2025 meeting approved by acclamation.
- Maggie Waler moved that we authorize Mindy to take the final Fairview Rental Agreement to the church for their approval at their Board meeting as well as have a \$250 check drawn for the security deposit. Mona Stevenson 2nd. Motion approved.
- Updated financial forms were approved by acclamation
- Anna Mary Hughes moved that Mindy be authorized to have a check drawn for the \$500 deposit to the Lodge of Four Seasons for the 2027 Winter Retreat. Mona Stevenson 2nd. Motion approved.
- Anna Mary Hughes moved we purchase the Personal Property and Liability Insurance option for \$452/year. Maggie Walter 2nd. Motion approved.
- Mona Stevenson moved to accept the Finance audit as presented. Donna Puleo 2nd. Motion approved.