

NBQA Board Meeting – October 16, 2014

In Attendance: Hope Barton, Melanie Johnston, Lisa Champlin, Maria Lage, Chris Bagley, Joan Rebecchi, Maribeth Traer, Noreen McGeary, Joan Potter, Susan Chace, Diane Roman

The meeting was called to order at 6:02 by President Hope Barton

The first order of business was a review and discussion of the current bylaws – Section 9 which describes the duties of the Treasurer; Article X Miscellaneous – Section 1 which states which officers have to sign checks. They also reviewed the new policy and procedure draft which will be entitled Financial Management of NBQA Corp.

Article VI Section I in the by-laws is the only reference to an Assistant Treasurer. The intention of the Assistant Treasurer wording being put in the by-laws is unclear. The wording needs to be clarified or removed from the by-laws. No one attending the meeting knew why the wording was put in the by-laws.

Article X- Miscellaneous: The reference to the requirement for 2 signatures might be removed because the bank doesn't care if there are 2 signatures. Discussion of requiring 2 signatures on a large check came back to it doesn't increase financial safety as the bank will cash all checks with just one signature. Discussion about large checks being brought to the board and possibly to the membership was held. The budget which has been approved by both groups should be covering our expenses. More clarity about donations was discussed with an emphasis on how to make sure that all the membership understood exactly what they were voting on at the business portion of the meetings so there were no misunderstandings about disbursement of funds.

The Treasurer procedures might include wording that will have a check amount approved by the board if it is over a certain dollar amount (to be determined). The larger checks would generally be for donations, NWQM, workshops and guest lecture travel, etc. The Board or the President can elect to take the approval for the issuance of an exceptionally large check to the general meeting.

A motion was made and carried for the Board to recommend a change to Article X to remove the requirement for 2 signatures.

A motion was made and carried to remove the assistant Treasurer wording from the by-laws as the Treasurer is ultimately responsible for the money.

The Raffle Quilt was a fund raiser for the guild in the past. Most members would like to keep the money in the guild as we did previously, and not give it away to a charity.

The policy/ procedures for the Treasurer should be amended to include; that all expenses outside the budget should be brought to the Board by the Treasurer for approval; the Treasurer is responsible for alerting the Board that spending is tracking ahead of budget. Spending in excess of the budget must have the Board approval.

The amount of money donated to NEQM can change at any time. We can change it annually based on the membership level. NBQA mission is to educate quilters. NEQM has a list of speakers that will come to a guild for a presentation and Chris Bagley will review the list to see if we can get a speaker for next year.

Early on line voting for the January meeting was in favor of starting at 7, having demonstration tables and serving snacks and dessert in lieu of the potluck meal. Further discussion of the plan for the January meeting was tabled until next month so the results of the voting at tonight's meeting can be tabulated.

The meeting was adjourned at 6:53.

Submitted by Susan Chace