

**LNCQ Board Meeting**  
November 5, 2007  
St. John's Lutheran Church

**Call to Order**

President CJ DiGristine called the meeting to order at 7:00 p.m.

**Minutes**

Rinda Gillespie asked if there were any changes or addition to the minutes from the last Board Meeting. There were none so the minutes stand approved as printed.

**Treasurer's Report**

Kit Robinson distributed the profit and loss statement from September through October 2007 with a net income of \$122.43; the profit and loss statement from January through October 2007 with a net income of -2,127.51; and the balance sheet as of October 31, 2007 that showed total liabilities & equity of \$6,790.29. Board members were reminded to check their particular expense on the report to see if it is correct. Kit also pointed out two new categories – "Deposits" and "Gift Card Payables". The Deposits category contains an amount of \$100 paid to a future speaker and should be returned if the speaker does not perform. The Gift Card Payables is the amount of money set aside from the fabric sale to be used as Gift Cards for members for 2008 workshops.

**Old Business**

CJ informed the board about refileing our non-profit status for a 501(c)(3) with the IRS as they requested. A letter was received from the IRS informing us that the 501(c)(3) fits our group more as an educational club rather than a social club. Therefore, the Executive Board met in October and filled out the proper paperwork which was then mailed. CJ thanked Kit Robinson for all her extra work she has done regarding the non-profit status paperwork. Benefits from this non-profit status are better in that donations to the guild are tax deductible and also the guild can be eligible for some non-profit discounts such as on postal rates.

Maxine Tamlin reported on the nominating committee. Most of the board positions for 2008 have been filled. Positions still open are Secretary, Ways & Means, and Programs. The slate of officers will be presented and voted on at the December meeting. Also, Maxine reminded the board that the floor will also be opened for nominations at the December General Meeting.

CJ asked what the board would like to do with two boxes of fabric that was left from the fabric sale at the last meeting. It was suggested to give this to the new Ways and Means Chairman for 2008 to use for the start of the new year.

**New Business**

CJ reminded the existing officers to get their books and files in order and to pass on this information to the new officers by the end of the year.

An auditing committee needs to be selected by the President made up of three persons to audit the 2007 financial records.

Discussion was held about some of the by-laws that need to be changed. It was suggested that Maxine Tamlin form a committee to study the by-laws and prepare for changes to be voted on by members next spring. CJ informed the board that it was necessary for the Executive Board to add some legal wording to the by-laws to satisfy the requirements for the 501(c)(3) paperwork. Julie Wilson moved that this legal wording be changed. Tina Hickman 2<sup>nd</sup> the motion. Motion approved.

CJ asked for ideas for fund raising for 2008. Some of the suggestions were garage sale, auction and baskets. If anyone has some more ideas, keep them in mind to turn over to Ways and Means for 2008. CJ will work with this committee if needed.

## **Committee Reports**

**Community Service:** Julie Wilson reported that she gave 49 more pillow cases to Respite Care in October. Respite Care is also preparing for a silent auction and they plan to use a quilt donated by LNCQ for this auction. The quilt and LNCQ is listed on their web site at [www.respitecareinc.org](http://www.respitecareinc.org).

**Newsletter:** Janet Schramke reported that she will be sending out a letter to advertisers by the end of the month to inform them to send checks attention to Newsletter Chairman c/o our post office box. A postcard will also be sent out before the next General Meeting. Janet reminded all members to inform the new committee chairmen to please get their information to the Newsletter Chairman on time.

**Retreats:** Maxine Tamlin announced the 2008 retreat will be March 28th – 30<sup>th</sup> at Little American in Cheyenne. Paulette Murray will be the new chairman for this retreat, and they have had their first meeting. The deadline to join LNCQ to be eligible to attend the retreat is February 1, 2008.

**Small Groups:** Donna Winn reported there were five or six new members at the last meeting interested in small groups. Donna would like to see the new membership forms received since the last meeting to see if there are other members interested in small groups.

**Web Administrator:** Jean Poland informed the board that she would like to change the Website host from Yahoo to Lunar Pages which would be cheaper and easier to use. Julie Wilson made a motion this be done. Maxine Tamlin 2<sup>nd</sup>. Motion approved.

**Workshops:** Tina Hickman asked Maxine to report on her workshop. Maxine said it went very well with 8 in attendance. She especially liked the venue at the Firehouse.

Kit Robinson asked if anyone wanted to be included in her budget for 2008 to let her know. CJ announced that all present board members should try to attend the next board meeting with the new committee members.

**Next Board Meeting:** January 7, 2008

**Next General Meeting:** December 3, 2007

Meeting adjourned.

Respectfully submitted,  
Rinda Gillespie, secretary