



GUILD NEWS

The official newsletter of the Prairie Quilters

UPCOMING MEETINGS

GUILD MEETING

March 6, 2025
Social at 6:30 PM
Meeting at 7:00 PM

Vincent United Methodist Church
1024 2nd St SE Minot, ND

GUILD BOARD

March 20th at 6:00 PM
Vincent United Methodist Church
1024 2nd St SE Minot, ND

FESTIVAL BOARD

March 20th at 7:00 PM
Vincent United Methodist Church
1024 2nd St SE Minot, ND

MEETING SERVERS

Carla Preston, Jackie Case, Jacque' Younger, Patty Bretheim, Kim Thompson, Deb Frost, and Jane Kallestad.

President's Message

by Michelle Myers

They say March "Roars in like a Lion", well I sure hope that lion brings a lot warmer temperatures that we had in February, and I hope everyone survived the deep freeze we were having!

We've started the year off with a bang and the momentum keeps sewing forward. We've decided to change the Bylaws for the guild after obtaining the latest updated version of Robert's Rules. We discovered that changes need to be made in several areas of the Bylaws to ensure the guild and its 501(c)3 nonprofit status are safeguarded. There is a long list of items from a previous treasurer's position where a bunch of files, check registers, government tax filings, etc. are missing and the treasurer's laptop was factory reset (erased) so no information is/was available for the last two treasurers to look through.

If an audit were conducted by any State or Federal government official today, we would fail and more than likely lose our 501(c)3 status and be informed that we need to dissolve the guild/corporation. I DO NOT want this to happen. We as a guild need to get the suggested changes made to the Bylaws to show good faith that we recognize these errors and moving forward we have rules set in place, so we are never this vulnerable again.



It was brought up by a guild member at the Board Meeting on Thursday, February 20th that we are not a business, just people who love to Quilt. In 1996, when the guild decided to change its status to a 501(c)3 nonprofit due to having too much money and paying taxes on that money, it became a corporation/business that must follow all state and federal rules for nonprofits. It was also decided to adopt Robert's Rules of Order as our guidelines for the Bylaw's. It was suggested to maybe revert back to the

Minot Quilt Guild "Prairie Quilters"

PO Box 306 Minot ND 58702
www.minotquilters.com

President

Michelle Myers
guildpresident@minotquilters.com

Vice President

Linda Glueckert

Secretary

Susan Melgaard
secretary@minotquilters.com

Treasurer

Diane Cluever
guildtreasurer@minotquilters.com

Community Service

Bev Cushing

Education & Programs

Connie Busch

Festival

Jana Frederick
festivalchair@minotquilters.com

Historian

OPEN POSITION
historian@minotquilters.com

Hospitality

Nancy Fry

Library

Debby Brothers

Membership

Sue Brown
guildmembership@minotquilters.com

Newsletter

Jana Frederick
newsletter@minotquilters.com

Past President

Celeste Hauser

Publicity

OPEN POSITION

Facebook

Stacy Walz

Fall Retreat

Celeste Hauser

Raffle Quilt Tickets

Debby Brothers

Saturday Sewing

Sheila Latham

Stitching Sisters

Carla Preston

Website and Inventory

Michelle Myers
webmaster@minotquilters.com

way things were before establishing ourselves as a 501(c)3, if that was the case we would have to dissolve the nonprofit status that the guild currently has, after all the financial burdens are paid out, any monies, equipment, fabrics, etc. that are left, the guild/corporation would have to donate/give everything to other 501(c)3 charities, it cannot be sold or distributed to current guild members.

On March 6th we will be holding a ballot vote to approve the changes that have been sent to you (January 2025) and a copy of the Bylaw suggested changes will be attached to this month's newsletter. All suggested changes will be highlighted in yellow, pink or blue. If you are unable to make it to the guild meeting and would like to cast your "Yes or No" vote via email, you will need to email myself at guildpresident@minotquilters.com *and* Susan Melgaard at melgaardsusan@gmail.com, we both need to receive them via email. If you wish to mail in your vote, please mail it to Minot Quilt Guild, PO Box 306, Minot, ND 58702-0306. Your email & mail-in vote must be received 24 hours prior to the Guild Members meeting on Thursday, March 6th at 7pm for your vote to be counted.

The 2024 audit of the work Corrina Lemer did for the Guild is complete. Audit was a little longer than previous years. Diane brought everything to look at. She was very well prepared and did a great job of making sure the guild's books were in order. Thank you, Diane! I'd also like to thank Carla Preston and Jackie Chase, for volunteering their time to do the audit.

Can you believe Festival is only a month away? Make sure to get all your quilts entered and volunteer a little of your time where it is needed. We will have a Community Service sewing area set up with 4 machines to help stitch some string blocks. All the fabric will be precut and ready to sew. I hope you stop over and stitch a while.

See you all on Thursday, March 6th at 7pm

Michelle

Hospitality

by Nancy Fry

Think Spring! Well, at least dream about it? And what better way to celebrate than with a May basket. Details will follow in the April newsletter.



Education

by *Connie Busch*

Accordion Method

Cut 5 light and 5 dark squares 1" larger than the finished HST required. Draw a diagonal line on each square. Place a dark and a light square, right sides together and sew 1/4" from the right side of the drawn line. Cut and trim threads. Hold the block in your hand with the seam going vertically and the stitches to the right. Take the left side and flip it over the right and then tuck the bulk to the left so you only have one layer of material to the right. If the layer is light, place a dark square on top, line up the diagonal points and sew 1/4" from the drawn line. Again, flip left side over the right and sweep the bulk to the left. Repeat. Once all squares have been sewn together take the left edge and align it with the right and sew 1/4" from the line, making a tube.

Now to cut them apart. Remember to only cut through one layer! Locate one of your drawn lines. Insert scissors and cut on the line. This will open the tube. Keep the bulk to the left and start to cut HSTs apart on the drawn lines.

Iron and fussy cut to exact size.

Membership

by *Sue Brown & Donna Nason*

We encourage everyone to get their membership dues paid if you haven't yet. This way you will continue to get the newsletter and have access to the "Members only" page on Facebook. If you would like to receive your newsletter by email, dues are \$20. If you would like to receive your newsletter by USPS, the dues are \$30. You can mail your dues to MPQG Membership, PO Box 306, Minot, ND 58702. Please make your check payable to Minot Prairie Quilt Guild.

Festival

by *Jana Frederick*

Festival is almost upon us! Plans are running smoothly and the last few items are being attended to by our wonderful board. A few things to note:

- Nancy Fry still needs a co-chair to assist her, especially during the move-in and move-out of the vendors. This is a big job for one person and someone really needs to step into this position.
- We still do not have a festival co-chair which means there is no festival chair secured for next year. I've been making inquiries, but as of yet, do not have a commitment. If we don't secure a festival chair, our 30th festival this year will be our last.
- Voting on people's choice for the challenge quilt will be at our guild meeting on March 6th. Please bring your quilt to the tables in the back. We will vote in our typical manner with beans. There are monetary prizes for 1st, 2nd, and 3rd.
- Please, please, please sign up to volunteer at festival. Many hands make light work! Irene will have the sign-ups at the March 6th guild meeting.
- GET YOUR QUILTS REGISTERED!! The deadline is quickly approaching on March 15th. We have a large space to fill and we need your quilts to adorn it, whether it be for judging or display only.



Bylaw Changes

by Diane Cluever, Treasurer

In Case you missed it...

At the February 6th meeting, the possible amendments to the Minot Prairie Quilt Guild's Bylaws were discussed. A few questions were also brought to President Michelle Myers prior to the meeting being called to order. These amendments will be voted on at the next general meeting of the Guild on March 6th. If you missed the February meeting, hopefully the following may help you with questions you might have, and *please come and vote at the March 6th meeting*.

Although we must conform to the rules/laws set forth by the IRS (www.irs.gov/charities-non-profits/other-non-profits/exempt-organization-bylaws) and the North Dakota Century Code (*Chapter 10-33 Non-Profit Corporations*), the Guild has a long history of following the rules and guidelines set forth in Robert's Rules of Order for meetings and operations. Robert's Rules in 2:8 "...prescribes how the society functions, and includes all rules that the society considers so important that they (a) cannot be changed without previous notice to the members and the vote of a specified large majority (such as a two-thirds vote), and (b) cannot be suspended..." Our President has recently obtained the newly revised 12th Edition of Robert's Rules.

Were the proposed amendments approved by the Guild Board? An amendment to the bylaws does not require prior approval of the Executive Board. Any Guild member can submit a proposed amendment to the bylaws. Only in the case of a proposal to substitute a new set of bylaws, known as a revision, would the Executive Board need to draft or authorize a committee to draft the revision (Robert's Rules 57:1-17).

Wouldn't it be better for the section on *Equipment, Technology & Inventory* to be placed within the job description for the Equipment Chair? In August of 2024, a former Board Member returned one of the computers owned by the Guild. It had been erased and factory reset. As a result, a lot of historical information and records were forever lost. This person was not the Equipment Chair. Simply placing this section in the job description of the Equipment Chair would not protect the equipment used or borrowed by Board members or Guild members.

Doesn't allowing the Equipment Chair to "erase" a computer give them too much authority? The Equipment Chair is only allowed to carry this out if directed by the Guild Board.

There was a question regarding the right for the Guild President to vote and/or break a tie vote. This question has come up many times besides the February 6th meeting. From Robert's Rules 44:12, "If the presiding officer is a member of the assembly, he can vote as any other member when the vote is by ballot. In all other cases the presiding officer, if a member of the assembly, can (but is not obligated to) vote whenever his vote will affect the result – that is, he can vote either to break or to cause a tie; or, in a case where two-thirds vote is required, he can vote either to cause or to block the attainment of the necessary two-thirds." Also stated in Robert's Rules 4:56.

Honorary Membership: Robert's Rules 47:42 state "If there are to be honorary officers or honorary members, they must be authorized by the bylaws."

The other amendments are meant to clarify certain issues, or to expand the options for holding meetings virtually as were needed during the pandemic. Make sure to come and vote on March 6th!

AccuQuilt Information

by Susan Melgaard



Welcome to my world of piecing with AccuQuilt dies. I thought maybe a small reference regarding the eight-inch cubes the Guild has might be helpful.

The Original cube has eight dies in it. They are: 4 inch Finished Square, 2 inch Finished Square, 4 inch Finished Half Square Triangle, 4 inch Finished Quarter Square Triangle, 2 inch Finished Half Square Triangle, 2 ¾ Finished Square on Point, 2 ¾ inch by 3 ½ inch Finished Parallelogram, and a 2 ½ inch by 4 ½ inch Finished Rectangle.

The Companion Set cube has four dies. They are: 2 inch by 4 inch Finished Chisels, 4 inch Finished Signature Block, 4 inch Finished Drunkard's Path-Arc Shape, and 4 inch Finished Drunkard's Path-Quarter Circle.

Your set is unusual in that it has the Drunkard's Path both quarter and arc. I can not find this set on AccuQuilt in any of the cubes. It is my belief they changed it later and took out the two Drunkard's path blocks. These are NOT hard to sew. Please think about using them. Don't forget to use starch before you cut.

If you need information or want to pick up dies, please give me a call. My number is (701) 578-4053. To visit or pick up dies my address is 3416 7th Street, Minot 58701. I'm not far from Culver's or Walmart.

2025 Raffle Quilt

by Debby Brothers

The Early Bird drawing is approaching on April 5. It's time to get your tickets sold. Please bring your ticket stubs/money to the Guild meeting on March 6 or the Board meetings on March 20.



February 2025 Show and Tell

Name	Description/Name of Quilt
1. Michelle Myers	Project bag
2. Patty Bretnier	Wool Val items, Val table runner
3. Missy Cass	Rouge quilt, Wild life triangle, baby quilt
4. Carrie Randall	Table Runners shades of Blue
5. Connie Busch	garden gathering apron / jelly roll / race quilt top
6. Levia Huff	Rodeo Raffle & Auction
7. Kaylee Weisasser	rag quilt
8. Celeste Hauser	Dina Quits & Kimberly Quilt
9. Suzanne Decker	CS + Q of V
10. Sue Brown	Q of V
11. Linda Glueckert	Wall Quilt - All Dressed Up

Minot Quilt Guild - "Prairie Quilters"
Guild Meeting
Vincent United Methodist Church
February 6, 2025

This meeting was called to order by President Michelle Myers at 7:05 p.m.

President Michelle welcomed all members and guests. Our guest this month was Dana Cluever.

OFFICERS REPORTS:

Secretary. Susan Melgaard asked if there were any corrections to the minutes of the January 2, 2025, meeting. There being no corrections, a motion to accept the minutes as written was made by Diane Cluever and seconded by Patty Brethem. Voice vote carried.

Correspondence. President Michelle read a Thank you note to the assemblage from Dakota Hope.

Treasurer. Diane Cluever reported one C.D. will be cashed in and deposited to our checking account in anticipation of this year's Festival expenses. An agreement was made with Jeff Feller to accept half of the seven years owed for website hosting. The 2024 annual audit will be done by Jackie Case and Carla Preston. This month's report will be kept in file for the 2025 annual audit.

Community Service. The new Longarm contract was explained along with the 1099 form which must be filled out when submitting the contract to the guild. Community Service has more quilt kits to be pieced, quilted and bound. Susan Melgaard who oversees the Accuquilt portion of the Community Service program explained some of the other shapes we have available in the eight-inch block cubes. The guild owns the Mix & Match set, and the Companion set both. She also showed pictures of the assorted blocks that could be made from these shapes. Susan then asked all those interested in working with Accuquilt dies to come visit her in her home. If you wish to use any of the dies they are being kept at her house at 3416 7th Street SW, Minot. Her phone number is 701/578-4053. Call her during normal hours.

Education and Program. Connie Busch showed her center block for the Round Robin and asked all those participating to meet with her after the meeting. Connie then gave a demonstration on the Accordion ½ square triangle block by Beth Helfter. <https://evap Paigequilts.com/>

Connie will be doing two small tutorials during Saturday Sewing February 15th. They will be Improve Curve Piercing and Continuous Binding. She will also explain the Accordion ½ square triangle block for any who wish to see it again.

2025 Festival. Michelle Nitengale spoke for Jana Frederick this month. Quilt entry information and deadline to enter information was discussed. There will be a Display Only category with a reduced charge of \$1. Michelle, (with lots of hype and excitement), invited everyone to enter their quilts this year. She continued throughout the meeting to pass out entry forms to every person showing a quilt this evening. A co-chair for our Festival Chairman and a co-chair for our vendor chair is still needed. Please help if you can. Susan Melgaard explained the Community Service booth. They will be sewing string blocks in a different pattern this year. You are all welcome to come and sew with us while you rest up from your shopping. Stacy Walz asked those who might be traveling to take our Festival brochures with them to distribute.

Historian. Alexis Huff showed the new 2024 history book to the guild.

Hospitality. Nancy Fry called for volunteers to serve at the March meeting. This month's question was, how many quilt retreats have you gone to in the last five years? Callie Randall won the Serving gift this month. The gift is now five tickets on our raffle quilt. Sue Brown won for January and was giving her tickets this evening also.

Library. none

Membership. Sue Brown reported 83 paid membership dues to date. Stacy Walz won the Name Tag drawing.

Newsletter. The submission date will be February 23rd.

OTHER REPORTS:

2025 Raffle Quilt/Tickets. Debby Brothers reported March 5th is the deadline for the Early Bird drawing. That drawing is for a gift basket of quilting items. The name of the 2025 quilt pattern is Alaska Rainbow designed by Edyta Sitar of Laundry Basket Quilts. The quilt was constructed by Gladys Lowell. It was quilted by Megan Harper of Harper Long Arm Quilting, Virden, Manitoba. Binding by Carolyn Rousey. Label by Connie Busch. Pictures are available from Debby. The 2026 raffle quilt is ready for quilting now.

Saturday Sewing. Sheila Latham stated Feb 15th will be the next date. Bring whatever you wish to work on. Lunch will not be provided. The hours are 9 to 5 at Vincent Memorial Methodist church.

Website. Michelle Myers is working on trying to get the PayPal button set up for Festival Quilt entries. Once live it will be \$7 plus \$1 for a total of \$8 fee per entry via the PayPal link.

Stitching Sisters. We were told nine people were in today's group. Valentine's ideas were worked on.

Guild Equipment. None

NEW BUSINESS:

2025 By-Law Change Information. Sharleen Larson and Luanne Duchsherer addressed some of the changes to the By-Laws. A membership vote for the suggested By-Law updates/changes will be held at the March 6th general meeting. Suggested By-Law changes will be included in the Newsletter.

Quilting Dilemmas. Kim Thompson would like someone who is knowledgeable about Esty stores to help her.

Show and Tell. Please see the picture of the quilt sign up sheet in this Newsletter.

Meeting was adjourned at 8:32 p.m.

Susan Melgaard, Secretary

Minot Quilt Guild - "Prairie Quilters"

Board Meeting

Vincent United Methodist Church

Festival 20, 2025

Call to Order: The meeting was called to order by President Michelle Myers at 6:04pm.

Those in attendance were:

VOTING MEMBERS: President Michelle Myers, Secretary Susan Melgaard, Treasurer Diane Cluever, Community Service Bev Cushing, Festival & Newsletter Jana Frederick, Hospitality Nancy Fry, Library Debby Brothers, Membership Sue Brown, Past President Celeste Hauser.

NON-VOTING MEMBERS: Facebook Stacy Waltz

GUESTS: Jean Knutson and Luanne Duchsherer.

Approval of Minutes: The minutes from the January Board Meeting were approved as read.

Treasurer's Report: Diane Cluever presented the financial report. It was noted that \$400 needs to be added to the 2025 budget for Technology because of unexpected expenses. A motion was made by Celeste Hauser to increase the Technology budget and seconded by Sue Brown. Voice vote carried. PayPal shortfalls and Canadian check processing fees were discussed. Board members were asked to re-approve the Festival budget since Venue has been made a separate line item. Bev Cushing made a motion to approve the Festival Budget with this change, and Nancy Fry seconded. Voice Vote carried. Diane informed the Board that we will no longer have to record our hours devoted to guild business.

The audit of the 2024 books by former treasurer Corrina Lemer was completed February 15, 2025, by Carla Preston and Jackie Case with Michelle Myers and Diane Cluever both in attendance during the audit. All the audit comments were excellent.

Committee Reports:

Community Service: Bev Cushing reported sixteen quilts came back at the February meeting. The committee will need to purchase more batting. A list of quilters willing to quilt our Community Service quilts will need to be made available as soon as it is compiled.

Festival: Jana Frederick told the Board she had met with the ND State Fair representative to finalize the layout of the space we will be using for Festival. The 2025 Challenge quilt judging that will take place during our March meeting was discussed. The prizes awarded will be First place \$35, Second place \$25, and Third place \$15.

Hospitality: Nancy Fry asked the Board about May Baskets this year. It was agreed that this would be done.

Library: Debby Brothers will be purchasing a book on Accordion blocks for the library.

Membership: Sue Brown had nothing new to report.

Newsletter: Jana fixed the deadline date for February 23, 2025.

OTHER REPORTS

2025 Raffle Tickets: Debby Brothers reported there are still some tickets for sale.

Facebook: Stacy Walz had nothing at this time.

Saturday Sewing: President Michelle reported for Sheila Latham. There were 14 people this month. March sewing will be held on March 15th, from 9-5. Bring your own lunch.

NEW BUSINESS

2026 Raffle Quilt: This quilt is now ready, and we need to find a quilter. Any quilter willing to help can talk to a Board member.

Memorial Quilt Bag: President Michelle would like to see a suitable item made for this quilt so it can be taken to funerals in a protective packaging.

PayPal Fees: were discussed earlier under the Treasurer's report.

Canadian Check Fees: were also discussed earlier under the Treasurer's report.

Bylaw Questions/Answers: There was a discussion regarding why changes were being addressed at this time. It was explained in detail what could happen if we did not show due diligence in a timely fashion to correct our prior oversights. All prior years have now been corrected with the proper government agencies.

A motion was made to add Equipment to the list of Board chairs with voting privileges by Diane Cluever, seconded by Celeste Hauser. Voice vote carried.

This meeting was adjourned by President Myers at 7:20pm

Susan Melgaard, Secretary

Minot Prairie Quilt Festival Board Meeting Minutes Remembering Our Past, Shaping Our Future Vincent United Methodist Church February 20, 2025



Those in attendance were Debby Brothers, Bev Cushing, Nancy Fry, Sue Brown, Chelce Detert, Mary Hauf, Susan Melgaard, Stacy Walz, Diane Cluever, Jana Frederick, Michelle Myers and Carolyn Rousey.

A total of twelve members were present.

This meeting was called to order at 7:26pm by Chair Jana Frederick.

A motion to approve January 16, 2025, minutes without any changes was made by Chelce Detert and seconded by Diane Cluever. Voice vote carried.

Treasurer's Report: Treasurer Diane Cluever gave her report. The Venue amount has been broken out of the Hospitality line on the 2025 Budget as per requested.

Festival Chair: Chair Jana Frederick met with NDSF representative Daryl Fry. Mr. Fry needs information for advertising to be done by Katelyn of the NDSF staff. It was decided we would want 30 chairs in the Demo/Lecture area. The eating area will have six chairs per table with probably five tables in an effort to keep food out of the quilt show area. Various decisions were made regarding the venue. The Challenge quilt voting for the March guild meeting was discussed. The monetary premiums being First \$35, Second \$25 and Third \$15. There is currently no chair secured for 2026.

Co-Chair: OPEN POSITION

Gift Baskets: Carolyn Rousey reported the permit will be applied for in March 2025. There are eight entries for baskets.

Equipment: A hand truck has been purchased. All sewing machines will be brought down for Festival. If you need equipment supplies before Friday talk to Michelle. Carolyn and Michelle will coordinate the arrival of the equipment.

Judging: Chelce Detert reported that the committee is still waiting for the judges' forms. They will ask for scribes at the March Members' Meeting. Because of time constraints it was decided to order all necessary Ribbons before this meeting. To date there are 19 quilts entered for judging. There are also a couple of display only quilts. It was discussed to ask for vintage quilts if they are needed to fill up space.

Publicity: Stacy Walz has lined up the newspaper interview and has reached out to other sources. Catalogs have been sent to vendors. Facebook will be updated. Signs will be inspected and renewed if needed. An ad had been purchased for inclusion in the Minot Daily Newspaper.

Show layout: Sue Brown reported that she has her plans all in place.

Vendors: Nancy Fry asked about signs and table linens. The State Fair center does not supply linens or extension cords. She will have a sign ready with the times for the Demo's/Lectures. It was thought two signs would be best. One at the entry door and one by the Demo/Lecture area.

Volunteers: Jana reported Irene Ost would have sign-up sheets at the March guild meeting. Entry door wrist bands vs hand stamps were discussed. It was decided that because of multiple venues going on at the same time in the

building it would be better to have wristbands used this year. Carolyn Rousey will order one thousand each of two different colored bands.

NEW BUSINESS:

Michelle Nitengale will be asked to make up a survey for Festival guests.

March Festival meeting will be held March 20th, 7pm

at Vincent United Methodist Church

Meeting adjourned at 8:18pm by Chair Jana

Frederick

Susan Melgaard, Secretary



Saturday Sewing 2025 Vincent United Methodist Church 9:00 AM - 5:00 PM		
January 18	February 15	March 15
April 26	May 17	June 21
July N/A	August 16	September 20
October 18	November 15	December N/A

HAPPY BIRTHDAY



- Callie Randall (2)**
- Alexis Huff (6)**
- Janet Sabol (19)**
- Linda Glueckert (21)**
- Sue Brown (22)**
- Judi Green (26)**

BY-LAWS OF MINOT QUILT GUILD — “PRAIRIE QUILTERS”

(Proposed changes are highlighted)

PURPOSE

The purpose of this Corporation is to promote social and educational pursuits related to patchwork, appliqué, quilted art, and related needlework; to sponsor and cultivate interest in the appreciation and preservation of needle arts; and to promote fellowship and exchange of ideas in handwork.

BOARD OF DIRECTORS

The affairs of this corporation shall be managed by its Board of Directors. The Board of Directors of the Corporation shall be comprised of President, Vice President, Secretary and Treasurer as well as the Chairs of the following Committees: Community Service, Education and Programs, Equipment, Festival, Historian, Hospitality, Librarian, Membership, Newsletter, Past President, and Publicity. Any action approved at a meeting of the Board of Directors, called in accordance with the provisions of the By-Laws and Articles of Incorporation, shall be binding upon this Corporation. Board members shall be elected for a minimum one (1) year term. Board members can serve more than one term if elected by the members, automatic ascension of positions (ex. Vice President to President, Co-Chair to Chair) is not assumed, all positions must be voted on by the members. The election of the Board members shall be held at the Annual Meeting in November of each year. The duties shall be those usually exercised by corporate officials with like designations.

Each member of the Board of Directors shall have one vote. Each Committee is entitled to one vote, either by the Chair or Co-Chair in the absence of the Chair. In the event of a tie vote, the President will cast the tie breaking vote.

Any vacancy occurring in the Board of Directors may be acted upon by the affirmative vote of a majority of the remaining Board of Directors. A Board of Director appointed to fill a vacancy, as outlined above, shall be appointed for the unexpired term of his or her predecessor in office.

MEMBERSHIP

Application for membership is to be made in such form as may be designated by the Board of Directors. A membership year extends from January 1st to December 31st. Amount of membership fee shall be determined by the Board of Directors and is payable every twelve (12) months. Each member shall have one vote. Voting at guild meetings by written proxy or absentee ballot shall be allowed but must be in the hands of the Secretary prior to the designated meeting.

Membership classifications shall consist of three (3) types as follows:

1. Individual Membership
2. Honorary Membership – In appreciation of outstanding service to the corporation, these members retain all rights and will not pay annual dues for the year awarded.
3. Lifetime Membership - In appreciation of outstanding service to the corporation, these members retain all rights and no longer pay dues.

A member may be suspended or expelled by vote of three-fourths (3/4) of the members present at a regularly constituted guild meeting, provided ten (10) days' notice in writing to such a member shall have first been given by the Corporation.

MEETINGS

Regular meetings of members shall be held at least six (6) times each year. One-fifth (1/5) of the members of the Corporation shall constitute a quorum for the transaction of business at regular meetings. Special meetings of the members may be called by the President, and written notices thereof shall be mailed or e-mailed at least five (5) days prior to the time designated for said meeting.

Meetings of the Board of Directors shall be held regularly and scheduled by the President at a designated time. A quorum shall consist of a majority of all members of the Board of Directors.

In the event of Pandemic or another event where an in-person meeting cannot be held, a video (zoom) meeting is acceptable. If voting occurs during the video meeting, the quorum rules still apply. If an emergency Board of Directors vote is required, this can be done via video or via email if the quorum is met. Email votes would need to be sent to the President and the Secretary of the corporation to tally the vote and verify the quorum is met.

COMMITTEES

The President shall establish ad hoc committees as necessary to efficiently conduct the business, educational and social affairs of the corporation. The President shall be an ex-officio member of all committees. Examples: Nominating Committee, Audit Committee, etc.

FINANCES AND AUDIT

A financial report shall be presented to membership at each meeting and within ninety (90) days after the conclusion of any corporation event (i.e., a quilt festival, special classes, retreat, etc.) An annual audit shall be completed and the annual report presented to membership within two months after the fiscal year end.

~~The President and Treasurer will meet quarterly to go over the corporation finances.~~ Move to the Treasurer's Job description

~~It is prohibited for the Treasurer to sign a reimbursement check written to himself. Those checks must be signed by the President of the corporation.~~ Move to the Treasurer's Job description

The election of a new Treasurer will trigger an automatic outside audit. The President will be responsible for scheduling this audit.

EQUIPMENT, TECHNOLOGY & INVENTORY

Corporation upgrades to all equipment must have the make, model and serial numbers turned into the Equipment Chair. When upgrading equipment, previously owned used equipment in good condition shall be offered for sale to all members of the corporation. Unpurchased equipment will either be donated to another 501(c)3 charity or destroyed; equipment **cannot** be gifted to members.

Computer equipment must be turned in or passed on to the next Committee Chair to which that computer is assigned. All computer information should be backed up to a USB drive throughout the year and passed on with the computer. If computer equipment is not returned within a 30-day period, or if returned with files deleted and/or has been factory reset, the individual will automatically be expelled from membership in the Corporation for life.

Corporation computers **cannot be “factory reset” or “erased” by any member other than the Equipment Chair**, and then only in the case of selling/disposing of the computers. **The Equipment Chair CANNOT proceed with this unless directed by the Board of Directors.**

AMENDMENTS

These By-Laws may be altered and amended at any regular meeting of the corporation by a vote of two-thirds (2/3) of the members at such meeting, provided that a quorum is present at such meeting, and further provided that the proposed amendment is delivered, in writing, to the Secretary and made known to the general membership at least thirty (30) days prior to being voted upon.

DISSOLUTION

Upon dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation in such manner or to such organization or organizations organized exclusively for charitable, educational, religious and/or scientific purposes as shall qualify as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, as the Board of Directors shall determine.

The foregoing By-Laws were read and approved by the Minot Quilt Guild— “Prairie Quilters” on January 15, 1996
Revised May 7, 2010
Revised December 6, 2012
Revised November 4, 2021
Revised _____, 2025

Notes:

The section of the by-laws highlighted in **green** was mistakenly left off the by-law revision request. The newly proposed by-laws will maintain this section of the by-laws due to being approved on the prior by-law revision dated November 4, 2021.

The section of the by-laws highlighted in **pink** was amended from the original proposal due to a suggestion from a Guild member at the February 6, 2025, meeting.

The two sentences above in **blue** that have “Move to Treasurer’s Job description” will be removed, and “Equipment” was added after receiving a written suggestion from a Guild member.



MINOT QUILT GUILD - "PRAIRIE QUILTERS"

PO BOX 306

MINOT ND 58701

WWW.MINOTQUILTERS.COM

Happy
St. Patrick's
Day