

MINUTES

SLO NIGHTWRITERS BOARD MEETING

Meeting Date: August 6, 2019
Time: 6:30 pm – 8:30 pm
Place: Conference Room
United Church of Christ
11245 Los Osos Valley Road
San Luis Obispo, CA 93405

Janice Konstantinidis, President

Contact: jkon50@gmail.com

MEMBERS PRESENT:

Janice Konstantinidis – President, Webmaster, Acting Program Director
Susan Tuttle – Education Coordinator
Steve Derks – Treasurer
Leonard Carpenter – Secretary
Jim Aarons – Membership Coordinator
Steve Mintz – Programming Director - Incoming

MEMBERS ABSENT:

Meagan Friberg – Social Media Coordinator
Abigail Aarons – Social Media Co-Coordinator

GUESTS:

Amy Baptiste

MEETING CALLED TO ORDER:

6:35 PM.

PREVIOUS MINUTES PRESENTED:

Steve Derks moved that the minutes of last month's meeting be accepted as published earlier by Janice. Susan seconded the motion and all present agreed.

NEW BUSINESS:

Steve Derks reported that the purchase of two wireless microphones is complete and they have been tested on the UCC's audio system.

Steve Mintz suggested that the NWs consider having a book signing at Barnes & Noble. His feeling is that B&N would welcome our participation, provided our books are for sale on their website. After the CCWC, the board will discuss a target date, notification of the membership and planning an event.

Steve Mintz suggested that NWs offer a writing contest to area high school students. The board agreed that it would be fitting for NWs to do this. Steve will look into it and report back.

OLD BUSINESS:

See CCWC Table Report below.

The future of the Contest was discussed. Steve Derks will gather feedback after the contest on improvements that can be made. All agreed that we should try to keep the contest alive, as it has been a NW tradition for many years. A priority will be finding a volunteer to take over as contest director.

PRESIDENT'S REPORT (Janice Konstantinidis):

Our writing contest has ended with 44 entrants. I am very pleased about this number. I believe if we had more advertising, we could attract more entries. We will look into it next year; however, given that Steve and I are directing the contest along with our other board roles, I think our time would be better spent trying to find a contest director.

I am grateful to Steve for the time he has spent on the contest and the newsletter this month. They are both extremely time consuming. Kudos to Steve. We are looking for someone who can take over this position as well.

VICE PRESIDENT'S REPORT:

Position Vacant

SECRETARY'S REPORT: (Leonard Carpenter):

No Report.

TREASURER’S REPORT (Steve Derks):

1) FINANCIAL STATUS FOR JULY 2019:

End of Month Bank Balance	\$1724.01
JULY Income	\$573.24
JULY Expenses	\$389.16

2) DETAILED INCOME FOR JULY 2019:

Member Dues	\$360.00
Contest Entries	\$213.24

3) DETAILED EXPENSES FOR JULY 2019:

Bank Fees	Rabobank/Affinipay	\$8.86
PO Box Renewal	USPS	\$106.00
Insurance	State Farm	\$43.66
Refreshments		\$35.64
Website	Wild Apricot	\$90.00
Rent	UCC	\$105.00

- 4) Our general liability insurance is in effect. It is paid monthly.
- 5) We are planning to transfer our bank account to Wells Fargo within the next two months. Wells Fargo has a free account for non-profits and their app features bill pay, which will save us money on stamps and checks. Susan Tuttle moved to allow Steve to transfer the bank account, Jim seconded; all were in favor, motion passed.
- 6) We can expect major expenses in September. Contest prizes will be about \$400 and the Central Coast Writers Conference will be about \$500.

NEWSLETTER REPORT (Steve Derks)

This month’s newsletter is ready to issue.

PHOTOGRAPHY REPORT

Position Vacant

PROGRAM DIRECTOR’S REPORT (Janice Konstantinidis):

There is nothing new to report this month. All programs are on track for 2019.

I am looking forward to handing the position of Programs Director over to Steve Mintz at the end of this year.

SOCIAL MEDIA REPORT (Meagan Friberg, Abigail Aarons):

FACEBOOK stats: None provided.

TWITTER

July 2019:

Posts: 3

Likes: 2

Retweets: 0

New followers: 0

Total followers: 364

Impressions: 531

Profile visits: 18

CRITIQUE GROUPS COORDINATOR REPORT

Position Vacant.

MEMBERSHIP REPORT: (Jim Aarons) July 2019

Member list ([Summary](#) | [Keyword search](#) | [Advanced search](#) | [Saved searches](#))

Level	Total	Active	Renewal overdue	Lapsed	Pending			New in last	
					New	Renewal	Level change	7 days	30 days
Active Member Comp	<u>10</u>	<u>10</u>	-	-	-	-	-	-	-
Active Member Full Fee	<u>118</u>	<u>112</u>	<u>16</u>	<u>5</u>	-	<u>1</u>	-	-	<u>3</u>
Active Member Scholarship	<u>1</u>	<u>1</u>	-	-	-	-	-	-	-
Active Member Student/Economic Limitation Fee	<u>20</u>	<u>17</u>	<u>3</u>	<u>1</u>	<u>2</u>	-	-	-	-
Total	<u>149</u>	<u>140</u>	<u>19</u>	<u>6</u>	<u>2</u>	<u>1</u>	-	-	<u>3</u>

CCWC BOOK TABLE REPORT (Jim Aarons)

Five book sale tables were arranged for the Central Coast Writers Conference by Jim Aarons.

Water bottles are being obtained for the Cuesta Writers Conference by Meagan Friberg.

We have 13 or 14 people wanting to display books at the conference. We have 4 tables. I'm thinking of splitting the 14 vendors into 4 groups, a group at each table. Each group will be assigned one table, and they can decorate it and work together to make it presentable to the group's expectation. If a person doesn't want to be a participant then it is up to that person to ask a group helper to fill in.

A pass will be available for table attendees to attend some classes.

The overall display will focus in the center and ends of the table. These are the places I want to set the authors with the most visuals; in the middle and ends. Others will be tucked inside. Susan will be in the center and I'll be on an end.

The board discussed how to handle the sale of books at the conference. Based on last year's experience, it should be OK to process payments for our books at our own table.

Janice asked if someone would make sure that pictures are taken of our tables.

WEBMASTER'S REPORT (Janice Konstantinidis):

Janice discussed the use of NightWriter mailing lists to advertise non-NightWriter events. As a non-profit, we are not allowed to promote events of other organizations.

CONTEST DIRECTOR'S REPORT (Janice Konstantinidis):

The contest is underway. We have 44 entries.

MARKETING & SUBMISSION COORDINATOR:

Position vacant.

MEETING ADJOURNED: 7:30 PM