

# MINUTES

## SLO NIGHTWRITERS BOARD MEETING

Meeting Date: April 3, 2018  
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, Program Director  
Tammie Burnsed – Vice President  
Susan Tuttle – Education Coordinator, Newsletter Editor  
Steve Derks – Treasurer  
Leonard Carpenter – Secretary  
Jim Aaron – Membership Coordinator  
Dennis Eamon Young – Photographer  
Pat Gimer – Critique Groups Coordinator

### MEMBERS ABSENT:

Meagan Friberg – Social Media Coordinator  
Jeannie Hundertmark – Simply Clear Marketing & Media Coordinator

### GUESTS:

None

### ACTIONS OR EVENTS OCCURRING SINCE THE LAST BOARD MEETING NEEDING TO BE ADDED TO THE RECORD:

A Sexual Harassment and Discrimination Policy for SLONW was presented, and after some discussion, it was agreed by the board that this policy was appropriate and pertinent for SLO NightWrites.

### PREVIOUS MINUTES PRESENTED:

The previous minutes were approved.

### PRESIDENT'S REPORT (Janice Konstantinidis):

We need to choose the theme for our writing contest and begin the process of organizing the various requirements for the contest.

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Thank you so much to Patricia Gimer for her sterling effort with our Sexual Harassment and Discrimination Policy.

### **VICE PRESIDENT'S REPORT: (Tammie Burnsed):**

The vice president reports that she is still finding her feet but reviewed and offered input on the sexual harassment materials sent by the president.

### **SECRETARY'S REPORT: (Leonard Carpenter):**

All current board reports were received.

### **TREASURER'S REPORT (Steve Derks):**

#### FINANCIAL STATUS FOR MARCH 2018:

End of Month Bank Balance	\$467.99
March Income	\$350.00
March Expenses	\$376.45

#### DETAILED INCOME FOR MARCH 2018:

Member Dues	\$350.00
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#### DETAILED EXPENSES FOR MARCH 2018:

Bank Fees Rabobank	\$ 0.56
Loan Payment Steve Derks (2 of 10)	\$100.00
Rent UCC	\$105.00
Website Wild Apricot	\$ 70.00
Refreshments 2 meetings + restock	\$100.89

### **NEWSLETTER EDITOR (Susan Tuttle)**

The newsletter was duly dispatched. No stories were submitted, other than one of Susan's. Kudos are also welcome and announcements of acceptances, rejections, announcements, signings, interviews. Susan requested that members be encouraged to submit more stories.

### **PHOTOGRAPHY REPORT (Dennis Eamon Young):**

Meeting pictures and a Board group photo were submitted to the newsletter. Also, pictures from the local Authors' Fair (including Sisters in Crime photos.)

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### **PROGRAMS REPORT (Janice Konstantinidis):**

All months are filled for 2018 programs. We need to think about how we will run the meeting in September, when the contest winners will read their entries.

### **SOCIAL MEDIA COORDINATOR/PUBLICITY/PROMOTION REPORT (Meagan Friberg):**

FACEBOOK stats from March 6 to April 2, 2018

Total fans:	439 (Women account for 73% of our fans)
Page views:	36, up 90%
Page previews:	12, up 140%
New page likes:	6, up 20%
Reach:	373 people, up 566%
Post engagements:	143, up 1,000%
New followers:	6, up 20%

INSTAGRAM Followers: 112 The average amount of “likes” per post is 10

### **WEBMASTER’S REPORT (Janice Konstantinidis):**

Nothing new to report.

### **SIMPLY CLEAR MARKETING & MEDIA REPORT (Jeanie Hundertmark):**

Story statistics for March 2018

Two SLONW member stories were published in Simply Clear in March.

Three SLONW members’ stories were submitted to Simply Clear in early March for publication consideration.

### **CRITIQUE GROUPS/WORKSHOP/CLINIC COORDINATOR REPORT (Patricia Gimer):**

Ongoing efforts are being made to facilitate NW Members engaging in critique groups. Continued group visits will be individually highlighted in the newsletter.

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### MEMBERSHIP REPORT: (Jim Aarons)

The board discussed the current membership status and how lapsed members may be approached.

### NEW BUSINESS:

Contest. The board discussed how they would proceed with the SLO NW members only Golden Quill Contest for 2018.

The discussion convened the following areas.

Susan will be contest advisor

Writing Contest theme: The End

Jim and Tammie are on the "First Look" committee responsible for making sure submissions are formatted properly and that entries come from members in good standing

Prizes will be \$10 or \$15 Starbuck's gift certificates for First, Second and Third place as well as certificates for the top three entries,

With the exception of one board member, Judges will be recruited from outside NightWriters.

Janice has undertaken find judges. The board decided that 4 – 5 judges would be an adequate numbers.

Format: Typed, 12 pt. double spaced w/paragraph indents

Fonts: Times NR, Arial or Palatino,

Header on P.1: Title, category & word count with numbered pages

No author name except on the separate cover sheet that also lists title.

Entry Fee: \$10 (and be sure membership is current.)

Submissions can be made by email from May 1<sup>st</sup> to August 31<sup>st</sup>.

Members only.

New members may join to enter contest (at \$10 discount on membership.)

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Flyers to Poly & Cuesta for recruitment/contest.

Prizes \$15-20 Starbucks gift cards. Certificates.

Genres: Fiction, Creative Non-fiction, Memoir, Poetry

Length 500-750 words or 40 lines for poetry

Entries must not be previously published.

Judges will be anonymous.

Add a Contest entry button to Website (goes to PayPal)

Publication of winning contest entries in newsletter.

Winning entries can be read aloud at the September meeting, when a silent auction will be held.

The final wording of Sexual Harassment and Discrimination Policy will be sent out for board approval.

Any harassment complaints and subsequent board discussion will be kept confidential.

**Members of sex harassment/discrimination complaint committee: Janice, Tammie, Patricia.**

Susan will recruit a board of volunteer reviewers for members' published books.

There was discussion of how to suggest that published reviews should be positive.

MEETING ADJOURNED: 8:30 pm