

# **MINUTES**

## **SLO NIGHTWRITERS BOARD MEETING**

Meeting Date: March 6, 2018

Time: 6:30 pm – 8:30 pm

Place: Conference room

United Church of Christ

11245 Los Osos Valley Road

San Luis Obispo CA

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 Aarons – Membership Coordinator

Dennis Eamon Young – Presidents Past

Meagan Friberg – Social Media Coordinator

Pat Gimer – Critique Groups Coordinator

Jeannie Hundertmark – Simply Clear Marketing & Media Coordinator

### **MEMBERS ABSENT:**

Tia Araminta.=

### **GUESTS:**

NA

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

It was discussed whether to provide a code of conduct and a reporting system for any possible abuse complaints within the Night Writers organization.

### **PREVIOUS MINUTES PRESENTED:**

The previous minutes were approved.

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

Welcome to Tammie Burnsed as our new Vice President. Here is a brief introduction to Tammie:

Tammie Burnsed has lived in San Luis Obispo County since 1988. She became a member of SLO NightWriters after earning an MFA in Creative Writing in 2008. Tammie first identified

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herself as a writer in the 6th grade when a play she wrote was chosen to be performed at camp. She fears she may have peaked too soon.

Primarily a writer of fiction, Tammie is a Lillian Dean Award winner and an active member of her NightWriters critique group. Her work has been published in several anthologies and literary magazines.

Tammie values the presence of a writing community in her life. She embraces the opportunity to help other writers find the support they need to become confident in their craft.

Welcome, Tammie and thank you for stepping up!

We will ask for a show of hands to vote for Tammie at our next general meeting.

I am reading various sexual harassment policies online. I hope we will have our policy ready for comment and review before long.

Pat Gimer was very generous in her offer to help us with this. I am hoping that anyone who can add their knowledge to help Pat, will come forward. I will be sending her what I learn. I note that our membership has grown by four over the past month. This growth is very encouraging. I am especially grateful to Jean Moelter the wonderful job she does as the greeter, at our meetings.

I suspect Jean is a 'Member Whisperer'!

I have been unable to find a contest director for this year's Golden Quill Writing Contest. I am hoping Tia or someone who is experienced in contests will help us with our contest in 2019. As discussed last board meeting, I think the membership will enjoy a contest for SLO NightWriters for 2018.

An opportunity to read the winning pieces will make up the program for September's general meeting. We will have a silent auction to raise money for prizes. I think it should be fun.

Susan is experienced in these events, and I would be grateful for her expertise here. We need a theme and some guidelines for entries. Can we decide on these this meeting, please?

A huge Thank You to Susan for stepping up as our newsletter editor once again. Elizabeth has stepped down from her position as editor.

We are very grateful to you Susan. I will try to find someone to take over as soon as I can. If anyone on the board knows of someone who can fill or assist Susan in this role, please let Susan or me know. Susan has a lot on her plate. You did a great job with the newsletter this month Susan. You took over with very little time to spare before the deadline.

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VICE PRESIDENT'S REPORT: (Tammie Burnsed):

Thank you for the warm welcome, all. I'm looking forward to working with you and doing what I can to support the NW mission and membership.

SECRETARY'S REPORT: (Leonard Carpenter):  
Leonard is back in time for this current meeting.

TREASURER'S REPORT (Steve Derks):

1) FINANCIAL STATUS FOR FEBRUARY 2018:

End of Month Bank Balance	\$494.44
February Income	\$110.00
February Expenses	\$443.55

2) DETAILED INCOME FOR FEBRUARY 2018:

Member Dues		\$110.00
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3) DETAILED EXPENSES FOR FEBRUARY 2018:

Bank Fees	Rabobank	\$0.56
Loan Payment	Steve Derks loan pmt	\$100.00
Rent	UCC	\$105.00
Website	Wild Apricot	\$70.00
Books	Anthology Reprint	\$167.99

- 4) \$300 in member dues were received in February, but were not downloaded from Paypal in time for this month's report. They will appear in the March report.
- 5) Beginning April 3, 2018, the Wild Apricot web service will increase to \$90.00 per month.

NEWSLETTER REPORT (Susan Tuttle):

As we now know, Elizabeth Roderick has stepped down as newsletter editor. I have stepped up to make sure the newsletter continues to get out on a timely basis. The issue for March went out earlier this week... I will be asking for submissions for the April issue soon, with a deadline of March 20, so I have enough time to get the layouts and editing work done. Lillian is still helping with the proofing of the newsletter and doing a great job at it.

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I don't anticipate any real problems with the newsletter as long as I can get submissions by the due date each month (the 20th). I would also like to train someone to be a backup for times when I will be unable to get an issue out, and perhaps take over eventually. Time to out send feelers once more!

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

The board thanked Dennis for the photograph's he'd taken at the last general meeting.

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

I have managed to fill most of the programs for 2018. We have been fortunate to find some good speakers. I am conscious of our need to be frugal at this point, so good speakers who don't require an honorarium are gems. I am still working on the months I have let which are vacant.

We need to save two months. One for the contest we spoke about last board meeting, where entrants will read their work, and December's Christmas Celebration. I don't think the speaker should be too long if we have one at all. This is, of course, open to discussion.

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

#### **FACEBOOK stats from February 5 to March 4, 2018**

**Total fans:** 436 (Women account for 73% of our fans)

**Page views:** 18, down 71%

**Page previews:** 5, up 67%

**New page likes:** 5, down 44%

**Reach:** 50 people, down 96%

**Post engagements:** 8, down 91%

**New followers:** 5, down 50%

As mentioned in my February report, if we want to show our Page posts inside the regular Facebook Feed, we will have to use **paid promotion** and **boost these posts** due to FB policy changes. \**I suggest we consider spending \$15-20 monthly on promoting one or two posts.*

### **INSTAGRAM**

Followers slowly continue to climb; we are currently at 112

The average amount of "likes" per post is 12

I am still considering switching the account to a business account to help with more exposure; still need to do more research into this.

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*How can you help boost our Instagram and Facebook reach? Please “like” and also “share” any and all posts on our Facebook page to your personal Facebook page and/or author/writer/business pages. The more all of us “like” and “share” SLONW posts, the more people will see them and hopefully attend our meetings and become members. Remember – this is a somewhat low cost (or free if we do no promos) way of spreading the word about SLONW, our members, and various events including monthly meetings.*

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

I've had some time to devote to the website this month, hence the new page I created on our website: 'Web Resources for Writers,' a good list of sites our members can access in one area. I have been very happy to receive many emails of thanks from the membership. I was also able to update some pages. I will be doing more work as time permits.

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

Story stats for February, 2018

- One SLONW member's story was published in Simply Clear in February.
- Three SLONW members' stories were submitted to Simply Clear in early March for publication consideration. More stories are in the queue.

**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.

### MEMBERSHIP REPORT: (Jim Aarons)

A letter prompting lapsed members to renew and asking for their concerns is proposed. Wording suggestions are welcome.

### OLD BUSINESS:

Other writing groups were queried for sexual abuse policies, and a model policy was obtained from a state nonprofit board. Proposed wording will be drafted.

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### **CONTEST DIRECTOR'S REPORT:**

No contest director and no public contest. (See below.)

### **NEW BUSINESS:**

Lacking a contest director, a writing contest for SLO Night Writers will be held for flash fiction of from 400 to 700 words of Memoir, Poetry Fiction or Creative Nonfiction. Judges will be anonymous. Announcement will be. Submissions can be made by email from May 1<sup>st</sup> to August 1<sup>st</sup>. Optional theme and entry fee will be finalized by the April meeting. A silent auction will be held at the September meeting, when the winning entries can be read aloud.

It was proposed to raise funds by selling NW mugs or T-shirts at \$8-10 each, to sell for \$25-30.  
ALSO: Susan suggests that members should post reviews of other members' books on Amazon, Goodreads, etc. for mutual support. (Note that Amazon has algorithms that prevent reciprocal reviews between individual authors.)

MEETING ADJOURNED: 9:00 pm