

AGENDA

SLO NIGHTWRITERS BOARD MEETING

Meeting Date: Tuesday, September 5, 2017

Time: 6:30 pm

Place: Conference room

United Church of Christ

11245 Los Osos Valley Road,

San Luis Obispo CA

Janice Konstantinidis, President

Contact: Cell: 805-712-6721

MEMBERS PRESENT: Janice Konstantinidis, Jim Aarons, Steve Derks, Patricia Gimer, Susan Tuttle, Dennis Young

GUESTS: None

MEMBERS ABSENT: Meagan Friberg, Joanne Feeney

MEETING CALLED TO ORDER: 6:38 PM

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

None

PREVIOUS MINUTES PRESENTED:

Accepted

Steve Derks moved that the minutes be accepted. Jim Aarons seconded. The motion was carried by the board.

PRESIDENT'S REPORT (Janice Konstantinidis):

We continue to work with the IRS regarding our 501 (C) (3) status as a not for profit organization.

Plans for our sponsorship to CCWC 2017 are going well. Thank you, Meagan.

Our contest in on the homestretch. Thank you, Tia Araminta for your tireless efforts.

Special thanks to Judith Bernstein, who has been a great help to us in the contest.

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VICE-PRESIDENTS'S REPORT Position Vacant

[Click here to enter text.](#)

SECRETARY'S REPORT (Jim Aarons):

Nothing to report

TREASURER'S REPORT (Steve Derks):

See appendix A

SOCIAL MEDIA COORDINATOR (Joanne Feeney):

There is nothing new to report regarding social media, except that I've been regularly promoting the Golden Quill writing contest on **SLO NW's Facebook** page, Facebook group, and Twitter.

NEWSLETTER REPORT (Elizabeth Roderick):

Nothing to report.

PHOTOGRAPHY REPORT (Dennis Young):

Nothing reported.

CONTEST DIRECTOR'S REPORT (Tia Araminta)

I've forwarded the Submittable financial report to Steve to use in his Treasurer's Report.

The contest has 76 entries as of this moment. There is representation across the country and multiple international entries. I am deferring a complete demographic breakdown for my final report as the contest is so close to being over - 11 more days.

First Round Judging will be concluded October 5, 2017; Final Round Judging October 26, 2017. Our Awards Ceremony is planned for November 14, 2017. It would be best if no other presenters are scheduled for that evening.

I'd like to remind everybody one last time to please share and like the contest posts for our final push.

A discussion was had by the board about the contest. It was agreed that Tia was doing a great job.

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Steve told the board that he would lend NightWriters enough money to cover the cost of the prize money should this be necessary.

PROGRAMS REPORT (Janice Konstantinidis):

There is nothing new to report. All programs for this year are on the website.

Work has begun for next year's meetings.

WEBMASTER'S REPORT (Janice Konstantinidis):

There is nothing new to report about the website this month.

SIMPLY CLEAR MARKETING & MEDIA REPORT (Meagan Friberg):

Story stats for July/August 2017

2 SLONW members' stories were published in Simply Clear in July

2 SLONW members' stories were published in Simply Clear in August

SLONW members' stories were sent to Simply Clear for publication consideration on 7/9, 7/25, and 8/7

2 SLONW members' stories will be sent to Simply Clear for publication consideration on 9/4

We are in need of new stories! I would like to send at least 4 stories to Simply Clear soon, before the busy times of CCWC.

In one month, holiday stories will be needed (Halloween, Thanksgiving, Christmas, New Year). I will be contacting SLONW members whose holiday stories did not make it to publication last year to see if they would like me to send those stories in again this year. If more are needed, I will send a group email to SLONW members.

CRITIQUE GROUP COORDINATOR'S REPORT (Patricia Gimer):

Continued talks and meetings have been held in attempts to bring together members who seek a critique group to call home. Announcement was made of a new group forming, still in the planning stage regarding meeting times and locations.

Visits of existing critique groups to be made in upcoming months.

The board discussed the importance critique groups in general.

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MEMBER AT LARGE YOUTH LIAISON DIRECTOR'S REPORT (MARTHA RAYMOND)

No report.

OLD BUSINESS:

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NEW BUSINESS:

The Central Coast Writers Conference 2017

The board discussed the involvement of NightWriters in the upcoming Central Coast Writer's Conference.

NightWriter sponsorship was discussed. The choice of the color of the drink bottles had been agreed on previously by email vote.

The board discussed the NightWriter's book table at the conference. Jim, Dennis and Susan agreed to man the table.

MEETING ADJOURNED: The meeting was adjourned at 8.30 pm

Appendices:

A. Treasurer's Report

1. Monthly bank account totals:

	JUN	JUL	AUG
End of month bank balance:	\$750.35	\$446.13	\$660.20
Total Expenses	\$1028.00	\$622.52	\$615.01
Total Income	\$426.00	\$307.30	\$852.08

2. Expenses by category:

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Category	JUN	JUL	AUG
Administration	\$278.43		\$30.49
Banking	\$12.56	\$12.56	\$0.56
Golden Quill Contest	\$239.53	\$303.00	\$144.00
IRS Fee	\$275.00		
Refreshments	\$33.53	\$131.96	
Rent	\$105.00	\$105.00	\$80.00
Website	\$83.95	\$70.00	\$70.00

3. Income by category:

Income Source	JUN	JUL	AUG
Dues	\$425.00	\$240.00	\$470.00
Golden Quill Contest		\$66.30	\$106.08
Bank Credit	\$1.00	\$1.00	\$1.00
IRS Returned Fee			\$275.00

4. List of expenses by category:

Category	Subcategory	Reason	PostDate	Cost
Administration	Office Services	Laminating	12-Jun-17	\$47.17
Administration	Office Services	Laminating	12-Jun-17	\$32.09
Administration	Office Supplies	White board	12-Jun-17	\$40.06
Administration	Office Supplies	Name Tags	22-Jun-17	\$27.11
Administration	Office Supplies		16-Aug-17	\$30.49
Administration	Post Office Box		02-Jun-17	\$132.00
Banking	Fee		19-Jun-17	\$0.56
Banking	Fee		30-Jun-17	\$12.00
Banking	Fee		19-Jul-17	\$0.56
Banking	Fee		31-Jul-17	\$12.00
Banking	Fee		21-Aug-17	\$0.56
CCWC	Advertising	Brochures	31-Aug-17	\$289.96
GQ Contest	Advertising	Fliers	09-Jun-17	\$70.04
GQ Contest	Advertising	Classified Ad	24-Jul-17	\$159.00
GQ Contest	Office Services	Fax	12-Jun-17	\$25.49
GQ Contest	Website		01-Jun-17	\$144.00
GQ Contest	Website		03-Jul-17	\$144.00
GQ Contest	Website		01-Aug-17	\$144.00
IRS Fee			23-Jun-17	\$275.00

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Refreshments			20-Jun-17	\$33.53
Refreshments			21-Jul-17	\$39.44
Refreshments			21-Jul-17	\$65.55
Refreshments			21-Jul-17	\$26.97
Rent			27-Jun-17	\$105.00
Rent			17-Jul-17	\$75.00
Rent			26-Jul-17	\$30.00
Rent			18-Aug-17	\$80.00
Website			19-Jun-17	\$13.95
Website			19-Jun-17	\$70.00
Website			19-Jul-17	\$70.00
Website			21-Aug-17	\$70.00

5. Items for discussion:

- The board heard a discussion about the reapplication to the IRS in respect of NW's as a nonprofit organization..
- I would like to have a board discussion about ensuring we have enough money in the bank when the time comes to pay contest prizes.