

MINUTES
SLO NIGHTWRITERS BOARD MEETING

Meeting Date: Sunday, September 11, 2016

Time: 1:00 pm – 3:30 pm

Place: conference room

United Church of Christ

11245 Los Osos Valley Road,

San Luis Obispo CA

Dennis Young, President

Contact: Cell: 805-540-1271

MEETING CALLED TO ORDER: 1:20PM

MEMBERS PRESENT: Dennis Young, Susan Tuttle, Carol Schmidt

MEMBERS ABSENT: Joanne Feeney, Meagan Friberg, Janice Konstantinidis

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

PREVIOUS MINUTES PRESENTED: accepted as presented

PRESIDENTS REPORT (Dennis Young): September speakers have accommodations at the Rose Garden Inn in San Luis Obispo. The president spoke at the morning SLO Kiwanis meeting about SLO NightWriters and gave out pens and brochures.

SECRETARY'S REPORT (Carol Schmidt): nothing to report

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TREASURER'S REPORT (Susan Tuttle): Includes July and August.

P&L Report	Yr 2015	1st Quar	2nd Quar	3rd Quar	4th Quar	Jan. 2016	Feb. 2016	Mar. 2016	Apr. 2016	May, 2016	June, 2016	July, 2016	Aug. 2016
Income													
Contest	5,190.00												
Anthology	328.51		43.30						43.30			4.33	
New Members	1,350.00	225.00	345.00			45.00	30.00	150.00	90.00	45.00	210.00	30.00	90.00
Renewals	2,715.00	970.00	705.00			265.00	380.00	325.00	210.00	60.00	435.00	150.00	225.00
Members Subtotal	4,065.00	1190.00	1050.00				410.00				645.00		
Clinic	240.00	0.75	20.00				0.75				20.00		15.00
Income Total	9,823.51	1,190.75	1,113.3			310.00	410.75	475.00	343.30	105.00	665.00	184.33	360.00
Expenses													
Adv/Promotion	2,666.24	246.00	368.08			88.00	88.00	70.00	88.00	171.11	217.91	88.00	485.09
Comm Outreach			108.94									100.00	
Bank Fees	14.08	<8.32>	1.68			0.56	<9.44>	0.56	0.56	0.56	0.56	0.56	0.56
PayPal Fees	269.42	24.63	27.18			5.43	6.72	12.48	9.60	3.51	14.07	6.72	6.06
Volunteer Apprec.	100.00						95.04						
Dues/Subscrips.	338.65												
Equipment	338.65												
Licenses, etc.	82.00												
Board Expenses	88.47	35.73	52.00			22.88		12.85	12.85		56.00		
Insurance		500.00				500.00							
Postage	49.00	49.99	22.14								22.14		
Printing	290.93	95.04											
Programs	1,856.73	301.52	189.71			19.41	235.98	46.13	36.29	61.97	91.45	132.92	48.33
Rent	1,265.00	315.00	560.00			105.00	105.00	105.00	350.00	105.00	105.00		
Expenses Total	11,811.25	1509.60	1,329.73			741	521.30	247.02	484.45	342.15	503.13	328.20	540.04
New Income Totals:	<1,982.74>	<313.85>	<216.43>			<431.28>	<110.55>	227.98	<141.15>	<237.15>	161.87	<143.87>	<180.04>
Register Balance:								3,648.17	4,298.63	3,867.08	4,119.38	4,022.23	3,668.25

Susan would like to know monthly the number of member renewals, the number of new members, and the number of lapsed member. This information could be part of the membership report. It would also be good to know how many are NOT renewing. It might be useful to use the same format of the social media report below.

SOCIAL MEDIA COORDINATOR REPORT (Joanne Feeney):

Facebook

Facebook Page followers: 373 (last month 370)

Facebook Page posts over the last month: 7

Twitter

Twitter followers: 292 (last month 287)

Tweets over the last month: 4

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MEMBERSHIP REPORT (Janice Konstantinidis):

I've been keeping track of our membership, making contact with lapsed members, and noting members as they renewed over the month.

NEWSLETTER REPORT (Susan Tuttle & Elizabeth Roderick): The newsletter went out. Susan put a note in that she would like a replacement for the assistant newsletter editor. She would be support. Susan stressed that more submissions are always needed.

PHOTOGRAPHY REPORT (Dennis Young): Photos were taken.

PROGRAMS REPORT (Janice Konstantinidis):

I was able to organize a replacement for Eldonna Edwards who stood in for our August speaker Stephen Provost, who was unable to attend due to his father's death. Eldonna was scheduled to speak in October.

Our new October speaker will be Tony Piazza.

Stephen will now speak at our April meeting in 2017

Anne Perry and Victoria Zackheim will be our September speakers. Victoria asked if we could supply them with lapel microphones.

SLO Nightwriters does not have access to lapel microphones. There will be two microphones available. **Dennis** will let Janice know.

I think they might like to be seated, so it would be handy if there were chairs close by. There will be chairs available.

PUBLICITY/PROMOTION REPORT (Joanne Feeney & Meagan Friberg): Susan reported on new options for promotional materials such as; pens with flashlights on the end or pens with separate flashlight on key fob. She has a catalogue she will review, make recommendations and report at the next board meeting.

WEBSITE REPORT (Janice Konstantinidis):

I don't have anything to report about the website this month.

Please excuse my absence from the board meeting this month.

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TOLOSA PRESS (Meagan Friberg)

Story stats for July/August:

2 stories were published in July in Tolosa Press

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3 stories were sent to Tolosa on July 19

4-6 stories are almost finished with editorial process and will be sent to Tolosa by Sept. 14

I met with Judythe Guarnera who originally started the relationship between SLONW and Tolosa years ago; nice meeting, very informative and helpful.

I met with the editorial committee & we shared comments and ideas; nice meeting filled with brainstorming and general support and encouragement.

CRITIQUE GROUP/WORKSHOP/ CLINIC COORDINATOR REPORT (vacant):

OLD BUSINESS:

SLO NightWriters & Central Coast Writers Conference/Book & Author Fair

A table has been secured for the Book & Author Fair. We need a sign-up list for the upcoming general meeting to allow authors to sign up for the time slot to man the table. Also need to let members know when/where to bring their books.

As part of our sponsorship of CCWC, refillable water bottles have been ordered and will arrive in time for the conference. Need to know status of NW pens, bookmarks, and brochures to add to the goodie bags as well.

Our sponsorship includes a vendor table at CCWC. We need a sign-up list for members to man the table throughout the conference.

Beryl Reichenberg informed Dennis on Sunday 9-11-2016 that she will not be available to work the conference. She will be there for the Book & Author Fair. Meagan would like help with the vendor table at the conference and the author table at the book & author fair. Guidance on how to set up sign up sheets, how to notify members, and help organizing.

Dennis will contact Meagan to check the status of the issues.

Susan will make up sign sheets for the various events. Carol will be available to step in where she is able to help.

Thursday Book & Author Fair

4:00 – 6:00

6:00-7:30,

7:30- 9:00 take money

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Friday Writers Conference at Cuesta:

11:30 – 6:30 vendor area: all sales go through Volumes of Pleasure bookstore

Sign up to cover

11:30 – 1:00

1:00 – 2:30

2:30 – 4:00

4:00 – 6:30

Saturday:

8:00 – 5:00 (key note)

8:00 -10:00

10:00 -12:00

12:00 – 2:00

2:00 – 5:00

Susan will make up the needed spreadsheets to cover all the books that will be for sale.

Information needed:

Author's name

Title

How much to charge

Dennis will email authors with books to let them know the detail of the protocol to be followed in order to sell at the events. Limit 5 copies each of 2 titles.

Authors will need to contact one to the following to get details

Meagan Frieberg

Susan Tuttle

Debora Love

NEW BUSINESS:

MEETING ADJOURNED: 3:12PM