

Minutes
SLO NIGHTWRITERS BOARD MEETING Tuesday April 4th 2017

Meeting Date: Tuesday, April 4, 2017
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

MEETING CALLED TO ORDER: 6:34 pm

MEMBERS PRESENT: Jim Aarons, Janice Konstantinidis, Martha Raymond.

MEMBERS ABSENT: Meagan Friberg, Joanne Feeney, Darryl Armstrong, Susan Tuttle.
Patricia Gimer.

GUESTS: Dennis Young.

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

Writing Contest:

We still need to decide on a theme.

Janice told the board she would send out a final email with the choices as there had not been a consensus from the board.

Susan told the board by email:

“The board needs to vote to have Dennis as past president removed from the checking account, and Janice as new president put on. Then we can take that resolution/vote to the bank when we go for their records.”

Board members disagreed with this but thought the matter could be put to rest by a vote.

Jim proposed a motion that Dennis be removed from the checking account and Janice added. In addition that Janice be issued a bank card so she can pay for what she needs to.

Martha seconded the motion.

The motion was carried.

Dennis suggested that he retain his card for the time being. Susan’s illness and time constraints have prevented her from meeting with Janice about finances and banking to date. Dennis would be able to help out with ongoing payments as needed. The board is grateful to Dennis.

Minutes
SLO NIGHTWRITERS BOARD MEETING Tuesday April 4th 2017

Jim made a motion that Dennis retain his card.
Martha seconded the motion.
The motion was carried.

2. PREVIOUS MINUTES PRESENTED:

A motion was made by Jim that the board pass last month's minutes. Martha seconded.
The motion was carried.

3. PRESIDENT'S REPORT Janice Konstantinidis

President's Report – Board Meeting – April 4th – 2017.

Several issues need to be addressed. I am trying to get these matters resolved as soon as possible.

The most pressing issue is the continuing need to find people who are prepared to cross-train for back up in the critical positions on the board. Susan's illness has highlighted the need for us to have someone trained as assistant treasurer. To that end, Darryl Armstrong and Steve Derks have offered to work together to teach Susan how to access banking electronically and how to streamline our banking in general. There is no criticism implied or intended here. The modernization of these functions can be baffling and I am grateful for the work Susan does for us.

Steve Derks offered to be Assistant Treasurer when needed. To that end, we will need Susan to give Darryl and Steve access to the accounts and passwords so they can begin to work on the banking improvements.

We need to keep reaching out for assistance as Steve is unable to step in as an assistant on a permanent basis.

I need to meet with Susan so I can have a credit card. This is an important matter right now.

We need to be able to pay our bills promptly. It does not look good for the organization if we are behind.

Board meetings are now held on the first Tuesday of the month at our usual meeting room at the UCC conference room. We begin at 6:30 pm.

Members who have reports to write are requested to send their reports to our secretary, Jim Aarons and other board members by the first Sunday of the month or before, if possible.

As discussed previously, Elizabeth Roderick is still trying to get the templates to work on her computer that Susan provided for her to take on the newsletter while Susan is unwell or busy. I am for buying Elizabeth the software she requires. I would like to have the approval of the board

Minutes
SLO NIGHTWRITERS BOARD MEETING Tuesday April 4th 2017

to do this. The Newsletter is one of the most important benefits offered to members, and we need to know that on top this.

We are going to extend the round tables by one or two tables. By doing this, I hope we will be able to cater to the needs of more people who come for critique each month. I have two people in mind who may be interested in moderating the tables. I will keep you updated as more information comes to me.

Our July meeting will be held at a different venue and on a different day. Our usual meeting place hosts the homeless during this week. The meeting will be held at the San Luis Obispo Guild Hall. 2880 Broad Street, San Luis Obispo. We will meet on Thursday, July 6th.

The venue has been secured, and the rent paid.

SLO NightWriters is now in contact with CCWC. Past issues have been resolved.

Thank you all for your generous contributions as board members.

A motion was made by Jim that Steve Derks and Darryl Armstrong work together to bring the banking up to date, and that Susan would meet with Steve and Darryl to provide them with the banking details they need to be able to do these tasks. Martha seconded this motion. The motion was carried.

Steve Derks offered to be Assistant Treasurer until a replacement for him could be found.

**Jim made a motion that the board accept this.
Martha seconded this motion.
The motion was carried.**

4. VICE PRESIDENT'S REPORT Martha Raymond

In the interest of a more efficient setup and breakdown of the general meetings, we will try a different seating arrangement, keeping the six tables in place.

I've taken on the job of laminating the Simply Clear / Tolosa Press stories.

I've also taken the task of sending out the RSVP CCCV reminder emails at the beginning of each month.

What I'd like to do in the next month is focus on recruiting, putting up flyers in coffee shops and visit the local colleges and high schools to promote the club, with flyers.

Martha Raymond
Vice President

Minutes
SLO NIGHTWRITERS BOARD MEETING Tuesday April 4th 2017

The board discussed Martha's report.

5. SECRETARY'S REPORT Jim Aarons

There was no report.

6. TREASURER'S REPORT Susan Tuttle

There was no report.

7. SOCIAL MEDIA COORDINATOR/PUBLICITY/PROMOTION REPORT

Joanne Feeney reported that although she will be unable to attend the meeting, she will be posting to Social Media as usual

9. NEWSLETTER REPORT Susan Tuttle & Elizabeth Roderick

There was no report.

The board discussed the need for Elizabeth to have the software she needs to manage the newsletter. The board decided last meeting that Susan should have a rest due to ill health.

Susan was going to see if her templates could be used. Elizabeth reported that she had not received the templates. The board heard by email from Darryl, that the templates may not be compatible in any case.

Patricia Gimer agreed by email that she had no objection to this purchase.

Janice asked the board if Elizabeth could have the software she needed.

Jim moved that the software be purchased.

Martha seconded the motion.

The motion was carried.

10. PHOTOGRAPHY REPORT.

There was no report.

11. PROGRAMS REPORT Janice Konstantinidis

All months are filled for this year. We have an interesting lineup of speakers.

Minutes
SLO NIGHTWRITERS BOARD MEETING Tuesday April 4th 2017

I am planning to extend the round tables by one more table at least. We have people waiting to be critiqued each month, so rather than try to get them done as quickly as we can, I believe it's wise to offer another table.

Rosie Makinney has expressed her interest in moderating the extra table. I will report back when I know more. I am going to see if we can use the conference room for this group.

Jan Alarcon expressed her interest in having another table that she would moderate. She has a specific interest in the psychological aspects of writing. I will make space for Jan's table if she still wants to do this in May as she is still working on her ideas.

12. WEBMASTER'S REPORT Janice Konstantinidis

Webmaster's Report Board Meeting - April 4th 2017

Several website pages were been updated this month. Some were clearly in need of update, while others were just looking tired.

Wild Apricot had a recent update. This usually means that I need to check that all fonts are consistent.

I will continue to update pages as needed and as time permits.

13. Simple Clear Marketing & Media/ Tolosa Press Meagan Friberg

No report

14. CRITIQUE GROUP COORDINATOR REPORT: Patricia Gimer

All critique group leaders have been contacted to confirm active status. Three groups were found to have been inactive for a long time. Notice was given to the Newsletter Editor and to the Webmaster to delete *Teen Fiction of Los Osos* and *Long Story Short* of Arroyo Grande. *SLO Critiques* had been inactive but leader, David Schwab has renewed interest and a note inviting members to *Kick Start* has been added to the next newsletter as well as the website.

In February emails were sent to critique group leaders requesting suggestions of talented group members willing to volunteer their critique and/or reading skills at the July General Membership meeting. Those willing to critique include Lillian Brown, Judy Guarnera, and Charlie Perryess

Minutes
SLO NIGHTWRITERS BOARD MEETING Tuesday April 4th 2017

(as a back-up). To date, we have no volunteers to demonstrate effective reading, but it is expected they will be easy to find.

The CG Coordinator apologizes for not being able to attend the April 4, 2017 Board meeting.

Respectfully Submitted,
Patricia Gimer

The board discussed Patricia's report.

15. OLD BUSINESS

Theme for the Writer's Contest to be decided.

16. NEW BUSINESS:

Treasury overhaul and update.

The meeting adjourned at 8:07 pm.