

MINUTES

SLO NIGHTWRITERS BOARD MEETING

Meeting Date: September 7, 2021

Time: 6:30 pm – 7:40 pm

Place: Zoom remote meeting

Covid-safe computer stations

San Luis Obispo County, CA

Janice Konstantinidis, President

Contact: jkon50@gmail.com

MEMBERS PRESENT:

Steve Derks – Treasurer

Steve Mintz – Program Director

Tina Clark – Critique Group Coordinator

Leonard Carpenter – Secretary

James Aarons – Membership Coordinator

Meagan Friberg – Social Media Coordinator

MEMBERS ABSENT:

Janice Konstantinidis – President

MEETING CALLED TO ORDER: 6:40 PM

PREVIOUS MINUTES PRESENTED:

These minutes cover a two-month period, since the August meeting was suspended due to Covid.

NEW BUSINESS:

Tina will contact Laguna school regarding the availability of a meeting room

Steve Mintz raised the question of doing hybrid in-person AND Zoom meetings. Members preferences are divided between remote and group meetings. No one seems

Elections are supposed to be held every two years but haven't been held regularly. There is also a need for written descriptions of duties for each office. Part of the aim is to recruit board candidates for vacant or soon-to-be-vacant offices. Steve Dirks suggests that descriptions of duties should be listed on the website.

Secret nominations can be made, and the most favored candidates can then be solicited to run.

Steve Derks announces his resignation as Treasurer and Newsletter Editor (online.) He urges that officer be ready to provide training to their replacements.

Membership officer Jim Aarons requests a protocol for welcoming new members, or a survey.

A board meeting next month has been set for October 5th. The question of whether to continue monthly meetings can be deferred until after elections.

SLO NIGHTWRITERS 2021 ELECTION PLAN

| Event | Start | End | Notes |
|--|--------|--------|----------------------|
| Publish election info in newsletter | Sep 1 | Sep 1 | |
| Candidate filing period open | Sep 8 | Oct 26 | Sept 8 meeting night |
| Notify ALL membership filing period open | Sep 8 | Sept 8 | Email blast |
| Publish election info in newsletter | Oct 1 | Oct 1 | |
| Ensure candidates are valid per bylaws (6 mos) | Oct 25 | Oct 26 | |
| Publish final slate of candidates | Oct 26 | Oct 26 | Email blast |
| Publish final slate in newsletter | Nov 1 | Nov 1 | |
| Publish candidate statements in newsletter | Nov 1 | Nov 1 | |
| Election Day | Nov 9 | Nov 9 | Meeting night. |

INSTRUCTIONS FOR CANDIDATES

- During the filing period (Sept 8 to Oct 26), submit an email to slonwmembership@gmail.com with the following information:
 - Your name.
 - The position you are seeking (President, Vice-President, Secretary, Treasurer).
- Candidates will have access to the SLO NightWriters' website email feature to inform the membership of their candidacy and their qualifications.
- Candidates will have an opportunity to have their bios and statements placed in the Nov 1 newsletter.

INSTRUCTIONS FOR VOTERS

- On November 9, send an email to slonwmembership@gmail.com with your selection from the list of candidates for each position.
- Write-ins are not allowed.
- Voting ends at the conclusion of the speakers' presentation. The end of voting will be announced by the meeting host. If vote tallies are in agreement, results may be announced immediately.

INSTRUCTIONS TO ELECTION COMMITTEE

- On election day, two committee members will monitor the email account to which votes are sent and maintain separate tallies of votes.

OLD BUSINESS:

No group venue was reserved for this Zoom meeting.

Next Board Meeting: October 5, 2021

PRESIDENT’S REPORT (Acting President, Steve Derks):

Here are the agenda items I’d like to address at the board meeting, beyond our regular reports. No one has contacted me with other items.

1. RESUMPTION OF IN PERSON MEETINGS: Survey results; board OK for a second survey (\$\$).
2. ELECTION COMMITTEE report.
3. Announcement of my resignation in January from newsletter and treasurer.
4. Actions when a new member signs up.
5. Frequency of board meetings.

Here are the first survey results regarding the resumption of in person meetings:

YES: 20
 NO: 11
 SOMETIMES: 9

Total survey emails sent: 108 Response rate: 37%

The majority of no votes were people for whom distance, lack of transportation or mobility were issues. A few were just not interested in the meetings. Several people want to attend meetings but will not until Covid is completely vanquished.

VICE PRESIDENT'S REPORT: Position Vacant

SECRETARY'S REPORT: (Leonard Carpenter):

The previous (July) minutes were emailed to the board. Copies of the past 2 reports (May and July) will be re-sent to all board members.

√TREASURER’S REPORT (Steve Derks): July & August 2021

1) FINANCIAL STATUS FOR JULY 2021:

| | |
|---------------------------|-----------|
| End of Month Bank Balance | \$1775.07 |
| JULY Income | \$400.00 |
| JULY Expenses | \$153.22 |

2) DETAILED INCOME FOR JULY 2021:

| | |
|-------------|----------|
| Member dues | \$400.00 |
|-------------|----------|

3) DETAILED EXPENSES FOR JULY 2021:

| | | |
|-------------------|--------------|----------|
| PO Box Annual Fee | USPS | \$146.00 |
| Admin | Banking Fees | \$7.22 |

4) FINANCIAL STATUS FOR AUGUST 2021:

| | |
|---------------------------|-----------|
| End of Month Bank Balance | \$2101.49 |
| AUGUST Income | \$300.00 |
| AUGUST Expenses | \$13.58 |

5) DETAILED INCOME FOR AUGUST 2021:

| | |
|-------------|----------|
| Member dues | \$300.00 |
|-------------|----------|

6) DETAILED EXPENSES FOR AUGUST 2021:

| | | |
|-------|--------------|---------|
| Admin | Banking Fees | \$13.58 |
|-------|--------------|---------|

NOTE: Wild Apricot web service was changed to annual billing last month.

NEWSLETTER REPORT (Steve Derks)

The newsletters were sent out September 1st. Comments & submissions welcome. Thanks to Morgan Taylor for her editing services as well as to Judy Guarnera.

PROGRAM DIRECTOR’S REPORT (Steven Mintz):

Steve will soon be working on program prospects for next year.

SOCIAL MEDIA REPORT (Meagan Friberg, Abigail Aarons):

Stats from August 10 to September 6, 2021

FACEBOOK

Total followers: 539

Page Likes: 496

People reached: 45

Women: 75% **Men:** 25%

Page Views: 20

Post Reach: 170

Post engagements: 55

INSTAGRAM

Followers: 372

Reach: 135

Content interactions: 68

CRITIQUE GROUPS COORDINATOR REPORT (Tina Clark)

We now have five active critique groups. This is down from nine. One folded, one merged with Kickstart, and two had been run by Susan. Only one group is currently open to new members, though one will take up to two new members on a temporary basis. I updated the website to reflect the following changes:

- Fiction/Nonfiction : Removed from website as this group folded.
- KickStart: Combined with LOWriters. The group wasn't meeting during the pandemic and eventually merged with Kick Start because many members already belonged to both groups. The group is full.
- Hi Hopes: Recently acquired some new members, so they are full. Members are all vaccinated, so they are meeting in person.
- Lo Prose – Website updated to reflect that Anne now hosts the meeting (participants must wear masks) and that they will take up two temporary members on a tryout basis.
- North County Critique Group: Updated listing with new meeting time. The group only just started meeting again. Open to two new members.
- Thursday Writers: Updated info on website. They recently started meeting up again in person out of someone's home with masks. They are closed to new members.
- What If Writing Groups: Removed from the website.

MEMBERSHIP REPORT: (Jim Aarons)

July Membership Summary

| Level | Total | Active | Renewal overdue | Lapsed | Pending | | | New in last | |
|---|------------|------------|-----------------|----------|----------|---------|--------------|-------------|----------|
| | | | | | New | Renewal | Level change | 7 days | 30 days |
| Active Member Comp | 12 | 12 | - | - | - | - | - | - | - |
| Active Member Full Fee | 87 | 79 | 11 | 8 | - | - | - | - | 1 |
| Active Member Scholarship | - | - | - | - | - | - | - | - | - |
| Active Member Student/Economic Limitation Fee | 17 | 15 | 3 | 1 | 1 | - | - | - | - |
| Total | 116 | 106 | 14 | 9 | 1 | - | - | - | 1 |

WEBMASTER'S REPORT (Jim Aarons):

Jim would like to receive email suggestions for membership and web promos, and a survey for new members.

CONTEST DIRECTOR'S REPORT (Steve Derks):

MARKETING & SUBMISSION COORDINATOR: Position vacant.

MEETING ADJOURNED: 7:58 PM.