

Minutes for January 3, 2023
SLO NightWriters Board Meeting

Meeting Date: January 3, 2022, Time: 6:30 p.m.

Zoom

San Luis Obispo County, CA

Janice Konstantinidis, President

Contact: jkon50@gmail.com

MEMBERS PRESENT:

Janice Konstantinidis – President, acting Program Director

Mary Silberstein – Vice President

Cheri Grimm – Treasurer

Jim Livingston – Secretary

Harvey Ardman – Golden Quill Contest Director

David Branden – Workshop/Conference Coordinator

– Historian

Denise Yaffe – Newsletter Editor

MEMBERS ABSENT:

Leonard Carpenter

GUESTS:

Vice President Mary Silberstein called the meeting to order at 6:39 p.m.

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

1. Denise Yaffe was appointed to the board as Newsletter Editor during a special meeting on December 8, 2022.

B. PREVIOUS MINUTES PRESENTED The minutes for December. Janice moved to accept the minutes, Harvey seconded. Motion passed.

Special Meeting Minutes Mary moved to approve the minutes from the special meeting. Cheri seconded. Motion approved.

C. PRESIDENT'S REPORT (Janice Konstantinidis) Janice reported on the president's office. Discussion followed.

Next Board Meeting, February. 7, 2023, 6:30 P.M.

Minutes for January 3, 2023
SLO NightWriters Board Meeting

D. VICE PRESIDENT'S REPORT (Mary Silberstein) Mary gave her report. Discussion followed.

E. GOLDEN QUILL CONTEST DIRECTOR'S REPORT (Harvey Ardman) Harvey reported on the current status of the contest. Discussion followed.

F. PROGRAM DIRECTOR'S REPORT (Janice Konstantinidis) Janice reported we have speakers for the general meeting through the end of the year. Refreshments for the meetings were discussed. Mary felt a greeter was needed at the entrance. Discussion followed.

G. TREASURER'S REPORT (Cheri Grimm) Cheri gave the treasurer's report. Mary moved to approve the treasurer's report. Harvey seconded. Motion passed. Discussion ensued on the budget for the coming year. Cheri will provide a budget for the February meeting for the board to consider.

Correction - the Treasurer's Report - Cheri submitted a proposed budget for the Board to consider. She asked for specific input from all Committee/Program/Event Chairs for their additions to the budget. IF she receives any of the requested input, she'll revise the budget and will submit it for consideration at the February Board meeting. If she doesn't receive this input, then the budget submitted at the January Board meeting will be presented as is for Board approval.

H. MEMBERSHIP DIRECTOR'S REPORT (Cheri Grimm) Cheri reported as of the end of December there were 124 active members; of which one was a new member and three were renewals. Discussion followed.

I. SOCIAL MEDIA COORDINATOR REPORT No report given.

J. WEBMASTER REPORT (Janice Konstantinidis) Janice gave her report. Discussion followed.

K. OLD BUSINESS

1. Social media Director, vacancy. Topic was discussed as part of K4.

2. Greeter at membership meetings update. Janice will send out a request to the members for volunteers for general meeting greeters.

Minutes for January 3, 2023
SLO NightWriters Board Meeting

3. Contest winners posted on Facebook update. (This should be limited to the names or pseudonyms only and NOT submitted works.)
4. Members posting on the SLO NW Facebook page policy. Social Media director's responsibility, so need to recruit someone for the position. Discussion followed.
5. The member survey indicates a continuing need for new critique groups. Mary suggested Janice send an email asking members who wished to join a critique group; where they live, etc. Discussion followed.
6. Membership Director needed. Traditionally the webmaster has been the membership director. Janice suggested that the membership director position be dropped and the responsibilities transfer to the webmaster. Mary moved to combine the membership and marketing directors into one position. Harvey seconded. Motion passed. The new title would be Membership Director.
7. Steve Dertz will return October 20 and write up a Program Director job description. Tabled until the February meeting.
8. (Cheri) Proposal to give recognition and thanks to people who have served on the Board and choose to step down, such as Steven Mintz and Meagan Friberg. Janice suggested writing recognition articles describing their service to the club with appreciation of their work. Discussion followed.

L. NEW BUSINESS

1. Insurance. David reported on Director and Board insurance. He got a quote application form from State Farm. David found an average cost of \$1,200.00 He thought the secretary should fill out the form. Discussion followed. Janice moved to have David and Jim fill out the State Form form and get a quote for the insurance. Cheri seconded. Motion passed.
2. Workshop Reports David reported on what he's found out about competition with one day workshops given by Cuesta College. Discussion on what workshops could be offered followed. Mary suggested working with Cuesta College on the Central Coast Writers Conference, such as sponsoring a workshop. The board referred back to the questionnaire summary for the membership. Discussion followed.
Correction: Dave agreed to contact the CCWC and ask about SLO NW doing a workshop as part of the conference.

Minutes for January 3, 2023
SLO NightWriters Board Meeting

3. Add to next month's agenda, how to archive board records; minutes, special meetings, treasurer's report, etc. Also add the Newsletter Editor's report to the agenda. Denise talked about putting out to the membership to write for special topics to be included into the newsletter. Janice suggested Denise write up her request and Janice could do a blast out to the membership. Discussion followed. Denise will do the write up, submit to her committee for review, then send it to Janice to be sent out to the members. Correction: Janice offered to research what are the requirements for non-profits keeping Board records such as Minutes and Financial reports.

David moved to adjourn. Harvey seconded. Motion passed. Janice adjourned the meeting at 8:24 p.m.