Meeting Date: Tuesday, October 17, 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: Meagan Friberg, Janice Konstantinidis, Jim Aarons, Steve Derks, Pat Gimer, Dennis Young

GUESTS: None

MEMBERS ABSENT: Joanne Feeney, Elizabeth Roderick, Susan Tuttle, Tia Araminta

MEETING CALLED TO ORDER: 6:30 PM

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

**Martha Raymond has tendered her resignation as Member at Large - Youth Liaison**

**PREVIOUS MINUTES PRESENTED**:

Steve moved the last month’s minutes be accepted, Jim seconded.

All were in favor.

**PRESIDENT’S REPORT (Janice Konstantinidis):**

We’ve had quite a busy month for some board members. We did very well at our SLO NightWriters table at The Central Coast Writers Conference this year. Members were very pleased with their book sales.

Thank you to Meagan, Susan, Beryl, Jim, and Dennis for making our table a success.

Next month we will present the prizes to the winners of the Golden Quill Writing Contest at the November General Meeting.

Many thanks to Tia our contest director for her sterling effort. Thank you to our judges. The board reiterated its support to help Tia with the final push.

The board discussed the upcoming holiday season. Planning is underway for our December meeting.

Such plans included Toys for Tots, and gift baskets to raffle at the December meeting and the creation of our Christmas flier.

Dennis offered to contact the Marine who usually comes to collect the toys.

Janice told the board she would make the Christmas flyer.

**VICE-PRESIDENTS’S REPORT** Position Vacant

None

**SECRETARY'S REPORT (Jim Aarons):**

Nothing to report

**TREASURER’S REPORT (Steve Derks):**

1. IRS 501(c)(3) STATUS: A request to the IRS for reinstatement as a non-profit has been resubmitted.
2. FINANCIAL STATUS FOR SEPTEMBER 2017:

|  |  |
| --- | --- |
| End of Month Bank Balance | $526.99 |
| September Income | $789.96 |
| September Expenses | $924.17 |

1. DETAILED INCOME FOR SEPTEMBER 2017:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Contest | Entry Fees | Submittable | 9/5/2017 | $609.96 |
| Member Dues | Online renewal | Paypal | 9/14/17 | $150.00 |
| Member Dues | Check renewal |  | 9/14/17 | $30.00 |

1. DETAILED EXPENSES FOR JUNE 2017:

|  |  |  |  |
| --- | --- | --- | --- |
| Banking Fee |  | 19-Sep-17 | $0.56 |
| Banking Fee |  | 29-Sep-17 | $12.00 |
| CCWC | Sponsor Fee | 06-Sep-17 | $180.00 |
| CCWC | Sponsor Fee | 25-Sep-17 | $70.00 |
| Contest | Refund | 28-Sep-17 | $15.00 |
| Contest | Website | 01-Sep-17 | $144.00 |
| Refreshments | August | 11-Sep-17 | $18.61 |
| Refreshments | September | 14-Sep-17 | $309.00 |
| Rent |  | 29-Sep-17 | $105.00 |
| Website |  | 19-Sep-17 | $70.00 |

**SOCIAL MEDIA COORDINATOR (Joanne Feeney):**

Nothing to report.

**NEWSLETTER REPORT (Elizabeth Roderick):**

Nothing to report.

**PHOTOGRAPHY REPORT (Dennis Young):**

Nothing reported.

**PROGRAM DIRECTORS REPORT (Janice Konstantinidis):**

I am beginning to fill our calendar for 2018. I will be reaching out to various speakers over the coming months.

**WEBMASTER’S REPORT (Janice Konstantinidis):**

I have written the members who are lapsed.

**SIMPLY CLEAR MARKETING & MEDIA REPORT (Meagan Friberg):**

Story stats for September 2017:

2 SLONW members’ stories were published in Simply Clear in September.

SLONW members’ stories were sent to Simply Clear for publication consideration on 9/24 and 9/28

We are in need of new stories! I would like to send at least 4 stories to Simply Clear for the holiday season.

More holiday stories are needed (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.

**The board heard that Meagan was stepping down for her position as Submissions Manager of Simply Clear Marketing & Media Report as of January 1st, 2018**

Janice will reach out for someone to take on that role.

**CRITIQUE GROUP COORDINATOR’S REPORT (Patricia Gimer):**

Nothing New to Report

**OLD BUSINESS:**

None

**NEW BUSINESS:**

1. The board heard a discussion about ways to track board action items using a web page. Steve Derks has set up a webpage for this purpose.
2. A suggestion was made to use the CCWC sales table to increase NW membership and member participation. A portion of one meeting should be used to showcase the table and promote the idea of improved sales and publishing.
3. The board discussed the printing of contest stories in the newsletter or in Simply Clear Media. It was noted that publishing any article requires permission by the authors.
4. The board discussed preparations for the Christmas meeting.
5. The board discussed new income strategies. A suggestion was made to sell tee shirts with the NightWriters logo.
6. The board discussed collecting members’ published articles for a historical folder to be displayed at meetings.
7. The board discussed preventing excessive expenditures, such as last month’s refreshments.

MEETING ADJOURNED: 9 pm.