

Willamette Writers Board Meeting

Minutes

01/29/2019, 600- PM

Online Video Chat via Zoom

Draft 01/29/2018

Board Members Present: Gail Pasternack, Jill Kelly, Heather Ransom, John Miller, Matthew Swihart, Debby Dodds

Board Members Not Present:

Guests Present: Jason Brick (left meeting at 6:50pm), Kate Ristau (left meeting at 6:35pm)

A quorum was present. Gail called the meeting to order at 6:02 p.m. Minutes from the November 2018 Board Meeting were approved.

Moving Forward - Transition Period

Orit Ofri has resigned as President. Gail is Acting President.

A new bookkeeper has been hired -- she will start in February.

Action Item: Gail and Kate work with the new bookkeeper on potential earmarking.

Conference Update

Conference website in EventBrite form has been repaired -- sales are now open for 2019. Next big issues for the next 3-4 weeks is registration system - looking for one more year from RegOnline, though new system will require retraining.

LiveWire claimed a scheduling conflict -- as a result, there will be no LiveWire performance at the 2019 Conference. Portland Center Stage is in discussions for a Conference-related event.

Timberline Review - Next Steps

Matthew led discussion on next steps for Timberline Review, per his resignation as Editor in Chief. Maren Anderson has been named Editor-in-Chief. Many effective pieces (process, people as readers and volunteers) remain in place, and the prospect of a next issue remains alive.

FiLMLaB Update

Kate discussed her meeting with Amy Souza. Writers Room is imminent (taking place on 2/13), and needs some donations, particularly food, to round out experience and budget. Heather reported the possibility of a food donation.

Kay Snow Awards Update

Debby reported that Elizabeth Mitchell is tracking submissions. Submissions are low, possibly due to change of deadline to an earlier date. Debby proposes that the deadline be extended, closer to past years deadline. Debby also reported that we will work toward improving the Kay Snow experience at the Conference this year.

Automatic Withdrawal-based Donation

Heather reported progress on automatic withdrawal-based donation systems, which will require our bookkeeper's assistance. A PowerPoint presentation is needed, as well as an enrollment form. Heather is working with local colleagues to be provided an enrollment form.

Action Item: Heather will work with John Miller to edit the enrollment form when received as a Word document.

Nominating Committee

Gail explained the nominating process: the Board is nominated as a slate. Nominating committee is not led by the President. Last year, elections were held at all the chapters.

Board members were asked to writestatements of their contributions to Willamette Writers and vision for Willamette Writers.

Jill Kelly will serve as head of the Nominating Committee.

Personnel Issues

The Board held a closed discussion regarding Personnel issues.

Next Meeting & Prospective Start Time

Gail adjourned the meeting at 7:42 pm

Respectfully submitted, John Miller, Secretary