

Board Meeting Notes 10/13/14

Day of Meeting: Monday, October 13, 2014 □ 6:30pm

Northwest Independent Editors Guild Board

Meeting Monday, October 13, 2014, 6:30□8:30 p.m. 843

**Hiawatha Place South at Artspace Hiawatha Lofts
Community Room**

Board members in attendance: David Downing, Tamara Neely□Tinney, Rich Isaac, Rebecca Brinson, Andie Ptak, Jenn Hager.

Absent: Amanda Vail, Waverly Fitzgerald, Betty Shapiro.

Visitors: Rebecca Dietz and Carol Dole of Well Done Events (for final half of hour of meeting)

Committee Updates (Provided prior to meeting)

Executive

Amanda has contacted Becka Tilsen, the facilitator who worked with the board in January, to inquire about a half□day facilitation with her in January 2015.

Who is interested in holding an executive position next year?
Please contact Amanda if you're interested!

Board Development

We are continuing recruitment for next year's board. The current board members who are stepping down are: Waverly Fitzgerald, Amanda Vail, Andie Ptak, and Elisabeth Rinaldi. Rich Isaac's term will end, but he would like to continue for another term.

We have five board positions open. Currently have five prospective board members.

For transparency's sake, Amanda will post one more announcement to the listserv about applying to be on the board.

Vote for the 2015/2016 board members will occur at the board's December 2014 meeting.

Programming (Oversight)

Mentoring Program: Julie Van Pelt reported that she got 35 requests for mentors and she has 15 mentors. She is matching people up and will send out her recommendations and guidelines the first week of October. The extra mentees will be on a waiting list although she is also recruiting more mentors (not sure how). She proposes an initial commitment of four months for the mentor/mentee pairs.

Website Workshop: Waverly originally proposed a paid website development workshop with Cynthia Hartwig for the end of October but she is not able to follow through with organizing this since she will be out of town for half of October. If someone else wants to take this over, that would be great. If not, it could be postponed until next year.

November Member Meeting: The description of the workshop is posted at the Editors Guild website (thanks to Jenn Hager). It's a Marketing for Introverts session with Beth Buelow, the Introvert Entrepreneur and will take place at Hugo House, rather than iLeap, on November 10.

Operations

Rebecca has given Paula at Edward Jones the final data on the membership retirement survey and Rebecca is waiting to hear back from her. Paula's recommendations about future steps, implementation, details, etc., will be given to the membership task force, once that is fully assembled.

35% of respondents would "definitely" be interested in

participating in a Guild retirement plan and 49% would “maybe” be interested (16% would not be).

If contributing, most people would be setting aside \$5,000 or less annually.

Balance sheets and budget-to-date (Sept. 30) were provided.

Communications

Our web developer, Erik V. promises to make the changes we requested—quite awhile back—in the near future. He’ll be providing weekly updates, until the updates have been completed. Right now, he’s only gotten to the security updates for the site.

Speakers Bureau

Andie Ptak will be meeting with Beth Jusino at the end of the month to get a detailed list of the duties required to manage the Speakers Bureau and contacts Beth has developed. Christy Karras has expressed interest in taking on the coordinator position. As a board, we should discuss how we want to recruit speakers, and if we want to explore other opportunities for speaking beyond the writers workshops we already participate in.

Preliminaries

Due to technical difficulties we were unable to connect with prospective Board member Erin D. The questions she had about board member responsibilities will be answered via email.

Elisabeth Rinaldi advised that she will be unable to continue as board member in 2015.

Jenn Hager would like to look into the financial information courses offered by United Way.

Discussions

Membership task force: Tamara is still making call outs to form the task force and will post something to the listserv to invite folks. The task force should act as an advisory body to the board. Items the task force should cover: Tiered membership, rollover benefits, out-of-area membership.

Side discussion that arose: Jennifer Hager noted that would be nice if we could close the perceived gap between members and board. Perhaps a survey could be done to address this. (Tamara would like to develop an overall survey process, which would include this suggestion as well.)

2015 Budget

Items that should be considered for the 2015 budget:

Financial training with United Way Member meeting space. (We also need to discuss a change of venue to a more central location) Will we need to include board meeting space?

Allocate more funds for web development Advertising and marketing budget (Andie will work on this.) Consider earmarking funds for future Guild staff

Nanoedmo

Rich had thought it would be good to try leverage NanoWriMo to promote editing to writers. At the moment, this year's NanoWriMo doesn't appear to have the visibility it had in previous years. (The website hasn't been updated since 2013.) Although there are a number of potential marketing and PR possibilities, there isn't much time to plan and organize anything big.

For now, board members and others who are active on social media for the Guild will tweet and post on FB, promoting awareness of NanoWriMo, talking about getting ready for editor.

We could also consider hosting a member meeting sometime in

2015 and inviting local authors/writers participating in NanoWriMo.

We also spoke about creating an event with PNWA. Perhaps an author/editor “speed dating” event. Or an event similar to the one we did with Seattle Writer Grrls and NW Publishers.

Theme for 2015 Board Retreat

Thematic and strategic ways to engage members Refreshers for how to act as a board Creating continuity with between outgoing and incoming board members

Conference

Rebecca and Carol of Well Done Events joined us to discuss planning for the conference.

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They will contact members who’ve indicated an interest in volunteering for the conference as well as previous conference volunteers.

We’ll probably still make use of Bastyr for the conference, but will look into more centrally located venues such as the Seattle Public Library.

The theme for the conference should be broad enough to encompass many facets of editing, i.e. the modern editor or twenty-first century editing.

Consider a call out for abstracts from members.

Action Items

Recommendations for next year’s budget.

Next meeting: December 8, 6:30–8:30 pm, 843 Hiawatha Place South at Artspace Hiawatha Lofts Community Room

Notes submitted by Elisabeth Rinaldi, secretary.