

Minutes of the Hawaii Writers Guild (HWG) monthly Board of Directors (BOD) meeting, held via Zoom. All times noted refer to Hawaii-Aleutian Standard Time.

Officers and Directors present via Zoom:

Carol McMillan -*President*

Bruce Stern -*Vice President*

Bob Lupo -*Treasurer*

Donna Beumler -*Secretary*

Joy Fisher -*Public Relations Director*

Diane Revell -*Registered Agent; Regional Director/North Kohala-area*

Others present via Zoom:

Duncan Dempster -*Webmaster*

CALL TO ORDER: President Carol McMillan called the meeting to order 6:34 pm.

ELECTION PLANNING: The Board, which had previously designated the time frame of January 7-20, 2023 for the election of officers, discussed the issue of the upcoming election.

Diane, having sent out an e-mail indicating a possible interest in running for president, inquired as to whether the fact that she serves as regional director for the North Kohala area might preclude her from *also* seeking the office of president. Joy, Bob, Bruce, and Donna all reiterated the analyses which they'd shared in prior e-mails, concluding that the Bylaws do not prohibit the Guild's president from also serving as a regional director. It was unanimously agreed however that a president who concomitantly sits as a voting board member by virtue of another role shall only have one vote on the Board.

With this understanding, Diane confirmed her willingness and desire to run for president in the upcoming election. Board members responded with their utmost support, appreciation, and encouragement. Diane mentioned that she hopes to find a member or members whom she can mentor during the year, with the goal of developing in others an interest in running for the position of HWG president the following year. Diane also reported on the progress of the North Kohala-area Writers Group, which saw four attendees at the most recent Zoom gathering. In light of Diane's decision to run for president of the Guild, she inquired of the attendees and has confirmed that none of the current participants are willing to take over as regional director and

voting Board member in the event that she is elected president. Bruce mentioned the importance of exploring ways to interest members in taking on more substantial roles within the Guild.

ANNUAL MEETING PLANNING: At the November meeting, the Board set the date for the Annual Meeting on Saturday, January 21, 2023 *via* Zoom. Discussion regarding the details of the Annual Meeting focused on the very rough draft of the agenda which Donna had previously circulated. It was noted that there will need to be a request for RSVPs on the invitation, which Donna will prepare. It was also agreed that the agenda for the meeting should include time limits for each presentation or update, and an effort should be made to keep the meeting to a 60-to-90 minute time frame.

Typically, and pursuant to the Bylaws, the out-going president gives a “State of the Guild” address, and Carol has agreed to do this.

The ballot for the election will be prepared and distributed *via* e-mail by Diane using Google’s program for digital ballots, which she used last year to much success. Diane noted that the Google ballots program tabulates the votes, so that she, as a candidate for president, will have no hand in counting the votes. The Board feels this is a non-issue and has no concerns about a candidate for office also preparing the ballot under these circumstances. Election results will be announced at the Annual Meeting.

Presentations will include a “membership update,” with reference to new members as well as membership statistics by Bruce, a “Treasurer’s report” by Bob and a “Secretary’s update” by Donna.

Joy will prepare a slideshow accompanied by music —with the assistance of Duncan— highlighting those members who have published their work in 2022.

It was agreed that Diane will prepare and host the game referred to as the “Spinning Wheel” opportunity drawing, with assistance from Joy, who is in the process of collecting a large number of books authored and/or edited by members who have then donated their books to be prizes in the drawing. The opportunity drawing will be interspersed throughout the Annual Meeting on three or four different occasions.

Discussion then ensued concerning the topic of promoting greater diversity within the Guild. It was agreed by all that it is appropriate to remove the this subject from the agenda of the Annual Meeting, and instead to include the issue for more extensive review at the Special Planning Meeting on January 26, 2023.

The topic of returning to in-person Board meetings was raised by Duncan. All Board members agreed that virtual meetings have been fruitful but are not ideal. Although we all welcome the camaraderie of in-person meetings, it is nevertheless important to remember that the COVID-19 pandemic is on-going. Donna and Bruce urged the Board take into account public

health guidance, and to include a Zoom component at any future in-person meetings as may be warranted by pandemic guidelines.

Pursuant to the draft agenda, Duncan will provide a review of website-related changes and challenges over the past year. Margaret will be given the opportunity to summarize the “Readings and Responses” on-line writers group’s activities, and Donna will confirm with Margaret her availability to do so. Additionally, Diane has confirmed with Diann Wilson that Diann will provide a review of the HWG YouTube program which she hosts, “Write On!” Finally, committee chairpersons will each be given a few minutes to update the membership concerning their activities as follows:

Events — Bryan Furer

Public Relations —Joy Fisher

Latitudes, 4th ed. —Bob Lupo

Regional Director Reports —Bryan Furer, Volcano-area and Diane Revell, North Kohala-area

MEMBERSHIP UPDATE: Bruce previously e-mailed to the Board membership logs reflecting a current tally of 74 active members. This figure does not include four prospective members who have had their applications approved but who have not yet paid their dues. On this topic, Bruce and Duncan noted that the “PayPal” link on the Guild’s website which allows members to pay their dues on-line has recently stopped working; Duncan will delete this link until he can resolve the problem. Bruce will work with Bob and Duncan to cultivate an updated list of active members who are current in their dues prior to the Annual Meeting.

TREASURER’S REPORT: Prior to the meeting, Bob e-mailed an “Interim Treasurer’s Log,” dated December 22, 2022, as well as an amended “Final Treasurer’s Log,” dated November 30, 2022, to Board members. He advises that the month of December has seen a great deal of activity, largely because of dues payments. The current ASB operating budget totals \$8,357.16, which does not yet reflect an additional \$81.26 which has been received in the form of dues payments *via* PayPal.

SECRETARY’S REPORT: Donna made reference to an opportunity that she is organizing for Guild members to meet with Janet Evanovich, a beloved and prolific New York Times bestselling author who recently became a part-time resident of North Kohala. The event is scheduled for Saturday, February 4, 2023 from 2pm to 4pm. at a private residence in Hawi. Donna indicated that an invitation will go out to the general membership the first week in January.

Because the venue is a private home, the RSVP list will be limited to about 20 people. As a result, Donna is asking that attendees DO NOT bring a guest unless Donna is notified in advance. Currently, Board members or former Board members who have RSVP’d are: Bob and Linda Lupo, Diane Revell, Duncan Dempster, Joy Fisher, Carol McMillan, Diann Wilson, and

Donna Beumler, leaving space for approximately 10-15 more members to attend; Donna advised that the number of attendees is flexible, as the private home is large and has ample additional outdoor space, but that the weather may impact how much the lanai can be utilized.

COMMITTEE REPORTS/UPDATES

EVENTS DIRECTOR UPDATE: Bryan was not available to provide an update at this time.

PUBLIC RELATIONS DIRECTOR UPDATE: Joy advised that she is looking forward to publicizing in-person readings and similar events as they are gradually resuming after more than two years of pandemic-related restrictions. She noted that Kona Stories bookstore, near Kona in Keauhou, has begun again hosting in-person readings and book signing events; indeed, at the most recent event, two of the three authors were HWG members. Joy mentioned that she had posted the information regarding the Kona Stories event on the Guild's Facebook page.

WEBMASTER UPDATE: Duncan has been working with a new member to develop her own "author's page" on the website. Additionally, he made reference to the problems with PayPal and the inability of members to utilize the link on the website to pay dues. He is in the process of trouble-shooting the problem and trying to reach customer support at PayPal. In the meantime, he will remove the link. He noted that members may use their individual PayPal accounts to pay their dues and should make sure that the payee is: admin@hawaiiwritersguild.com. Payments can also be made the old-fashioned way: by putting a check in the mail and sending it to Bob at the address listed in his recent dues-related e-mail to members.

LATITUDES: Bob, as Managing Editor of *Latitudes*, 4th ed., advised the Board that the editing process is ahead of schedule by about two to three weeks. He indicated that the "genre editors" have completed the first cuts of submitted work, and the Selection Committee is expected to finalize its selections the first or second week in January. Forwarded to the Selection Committee by the "genre editors" for final consideration are: 7 of 11 short works of fiction, 9 of 13 nonfiction essays/memoirs, 1 ten-minute play, and 12 of 49 poems. He anticipates that he will be able to notify writers regarding the status of their submissions in early- to mid- January, and expects to publish well-short of the deadline of February 28, 2023. Bob added that, in the meantime, he will send out an e-mail letting members know of the expected schedule.

REGIONAL DIRECTOR REPORTS:

Bryan Furer, Volcano-area Writers Group: Bryan was not available this date to provide an update.

Diane Revell, North Kohala-area Writers Group: Diane had previously reported with respect to the North Kohala-area Writers Group earlier in the meeting as noted. She also reports

that, in anticipation of returning to in-person readings in the community, she hopes to work with Eila Algood, Diann Wilson, and Joy Fisher sometime after the first of the year to establish training-type programs. These training presentations would focus on the planning and setting up of in-person readings, as well as exploring the fine art of emceeing these gatherings in such a way as to keep the audience engaged.

OTHER BUSINESS/PARKING LOT:

Joy advised that she had just received a call from member Cece Johansen, who has been trying to join the meeting; Duncan responded that he monitors the Zoom “waiting room” and incoming calls continuously throughout the meeting, and that Cece’s call never came in.

Carol advised that she is unsure at this time whether she will continue her affiliation with the Guild. Although she believes that HWG is in many ways a stellar organization, she personally feels that some members of the Board have been quite disrespectful toward her during the past year. Regardless of her future status *vis-a-vis* the Guild, Carol mentioned informally that she would like Duncan and others to continue to forward to her requests by the general public received *via* the website and otherwise, so that she may share those requests with Hawaii Writers Alliance. Bruce indicated that he has no objection to such a practice, as there is general agreement that HWG and the Hawaii Writers Alliance are and should continue to be complementary organizations.

ANNOUNCEMENTS:

- * The **Annual Meeting** is scheduled for Saturday, January 21, 2023 at 3:00 pm - 4:30 pm *via* Zoom.
- * The next **BOD meeting/Special Planning Meeting** will be held on January 26, 2023 from 6:00 pm to 8:00 pm. All meetings for the foreseeable future will be **held via Zoom and hosted by Duncan. Requests for items to be added to the agenda for the next regular Board meeting should be sent via email to Secretary Donna Beumler (dmbaumler@gmail.com) at least 10 days prior to the next meeting (no later than January 16, 2023). The agenda will be emailed to the full membership five days prior to the meeting.**

The meeting adjourned at 7:56 pm.

Respectfully submitted this 31st day of December, 2023

By: Donna Beumler

Donna Beumler
Secretary, HWG