

Minutes of the Hawaii Writers Guild (HWG) monthly Board of Directors (BOD) meeting, held *via Zoom* due to pandemic protocols. 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*

Brian Furer -*Provisional Events Director; Regional Director-Volcano*

Others present via Zoom:

Duncan Dempster -*Webmaster*

Diane Revell -*Registered Agent and Kohala Writers Group representative*

CALL TO ORDER: President Carol McMillan called the meeting to order at 6:31 pm.

MEMBERSHIP UPDATE: Prior to the meeting, Bruce had e-mailed to Board members updated membership logs. Bruce notes that there are currently 80 active members of HWG. This tally reflects one new member, as well as one member who was dropped after non-payment of dues. Currently, five members are delinquent in their dues.

TREASURER'S REPORT: Having previously e-mailed an "Interim Treasurers Log," dated August 25, 2022 as well as an amended "Final Treasurer's Log," dated July 29, 2022 to the Board, Bob updated the BOD as follows: the current operating budget totals \$7,614.67. This amount reflects a quiet month in terms of in-flow, with one new member initiating membership. Bob advised that he periodically sends out e-mail reminders to members who are in arrears in their dues.

SECRETARY'S REPORT: Donna noted that the Minutes of the July meeting have been approved and posted by Duncan to the Guild's website.

Donna also mentioned that she received an e-mail from a member who advised that, because she lives on the mainland, she is not able to attend Board meetings which start at 6:30 pm. In addition, she noted that she received an e-mail from a member who does occasionally join the Board meetings; however, due to personal reasons, that member is unable to attend the meeting this evening.

COMMITTEE REPORTS/UPDATES

EVENTS DIRECTOR Bryan Furer reported that health issues and other considerations have limited his ability to look into the Guild's possible participation in various events, but that he will connect with Joy to more fully explore this. In addition, the in-progress radio theatre podcast project has been temporarily adversely affected due to several members coming down with COVID.

PUBLIC RELATIONS Director Joy Fisher addressed recent PR activities, and advised that Diann Wilson has completed a new video in her "Write On" YouTube series, which was very informative. Joy has written a public relations release for publication in the Kohala Mountain News regarding the availability of this video to the general public.

In regard to the on-line newsletter, Member News, Joy reported that, of the 7 members who have joined since the last issue of the newsletter was posted, she has completed stories about three of them. Joy is working on other feature stories, and a member is working on an article for the "Genre Corner" column. Joy believes that the newsletter will be complete and ready for posting by the end of September.

WEBMASTER Duncan Dempster updated the BOD as follows: the renovations to the home or "landing" page of the Guild's website is nearing completion. Having incorporated the suggestions previously made by Board members, Duncan will send out the page for a "last look" before finalizing and posting. Bruce clarified with Duncan that any changes to be made to the landing page in the future can be easily accomplished.

LATITUDES: Bob Lupo, Managing Editor of *Latitudes*, 4th ed. provided the Board with the following information: submission guidelines, having been updated, were distributed yesterday *via* e-mail to the general membership; this e-mail also notified members that the submission window would open on September 1st. Bob will send out reminders periodically regarding the submission window of September 1st to November 1st.

REGIONAL DIRECTOR REPORTS: Available updates regarding regional directors was provided as follows: Brian Furer, Volcano representative, advised that Volcano-area writers continue to meet each Monday in an outdoor setting.

Diane Revell reported on recent changes with respect to the Kohala Writers Group as follows: Eila Algood has stepped away from her role as facilitator for the Kohala Writers Group, which has been meeting solely *via* Zoom since the beginning of the pandemic. Accordingly, Diane has obtained a Zoom Pro account so that she may fulfill this role and maintain a forum for Kohala-area writers who wish to meet and read their work to the group for feedback. The group will meet every two weeks beginning on Thursday, September 1st, from 2-4 pm. Joy indicated that she'd like to write an article about Diane's taking over the helm for the newsletter's "Transitions" column, and suggested also an article in Kohala Mountain News. It was clarified that the group, which typically consists of four to five regular attendees, is open to, and actively solicits attendance by, members of the general public.

ANNOUNCEMENTS:

* The next BOD meeting will be held on September 22, 2022 at 6:30 pm. Due to pandemic restrictions, 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 President Carol McMillan (sylvanease@gmail.com) and Secretary Donna Beumler (dmbaumler@gmail.com) at least 10 days prior to the next meeting (no later than September 12, 2022). The agenda will be emailed to the full membership five days prior to the meeting.**

The meeting adjourned at 6:52 pm

Respectfully submitted this 23rd day of September, 2022

By: _____*Donna Beumler*_____

Donna Beumler
Secretary, HWG

ATTACHMENTS:

* ATTACHMENT “A”: “Final Treasurer’s Report,” dated July 29, 2022

*ATTACHMENT “B”: “Interim Treasurer’s Report,” dated August 25, 2022

ATTACHMENT "A"

Final HWG Treasurer's Log as of July 29,2022					
	ASB Operating Balance as of June 30, 2022				\$7,581.32
	Final July Inflows				
	Dawn Hurwitz, Membership Renewal, PayPal				38.35
	Total	Final July Inflows			38.35
		Final July Outflows			
	ASB Monthly Fee				-5.00
		Total Final July Outflows			-5.00
	ASB Operating Balance as of July 29, 2022				\$7,614.67

ATTACHMENT “B”

Interim HWG Treasurer's Log as of August 25, 2022			
ASB Operating Balance as of July 29, 2022			\$7,614.67
	Interim August Inflows		
Angela Leslie, Membership Initiation			40.00
	Total Interim August Inflows		40.00
	Interim August Outflows		
Angela Lesle, Pro Rate Dues Rebate, Check # 132 (Pending)			-20.00
	Total Interim August Outflows		-20.00
Total ASB Operating Balance as of August 25, 2022			7634.67