

Gulf Coast Writers Association, Inc.

GCWA Executive Committee Meeting

Location: Fairfield Inn Snack Area

Tuesday, 4:30 PM February 21, 2017

Executive Committee Members attending: Don Cappelli, Mike Cole, Bob McCarthy, Irene Smith, Geneva Kelly and Geri McArdle. Absent Members: Gary McLouth and Jennifer FitzGerald. Judy Loose attended as Board representative.

President Don Cappelli called the meeting to order at 4:35 PM.

Guest Introductions: the president introduced Ricardo Ramirez. Ricardo is volunteering his time to update the website. Irene Smith introduced Ned Gamsky who is nominated for Special Projects. Judy Loose introduced Joanne Hughson, a new member, as the Website Manager. Both Judy Loose and Geri McArdle conducted the initial interview with Joanne to review the job description, respond to her questions, and help her in this new position.

1. Corporate Board:

Judy Loose explained that Larry Stiles will be presenting updated Bylaws to the membership during the February 25 Awards Meeting at the Alliance for the Arts.

2. Executive Committee Minutes:

Mike Cole made the motion and Irene Smith seconded the motion to defer the vote to accept the January Minutes until the next Executive Committee meeting in March.

3. Membership Updates:

Irene Smith reported the membership current count is 191, and the collected dues to date are \$2,089.44. As part of the dues renewal process, Irene Smith shared with the officers a current list of members as of January 31, 2017 and asked for help contacting members that have not paid their dues. All committee members unanimously agreed to help contact members. Note: all members that have not renewed by the end of March 2017 will be removed from the membership list and the website.

4. Nominating Committee:

Irene Smith announced that the election and Installation of new Executive Committee officers will take place at the general meeting in March 2017. Irene Smith also announced that the Nominating Committee is still looking for a Secretary.

5. Treasurer Report:

Mike Cole presented the year-end Financial Report. The cash balance on hand is \$10,318.52. The committee unanimously accepted the finance report as presented.

6. Programs Report:

Bob McCarthy announced that he has finalized the list of speakers, the dates, and the locations until the end of 2017. Again, Bob raised the question about offering an honorarium of \$75.00 for local speakers. The Board unanimously agreed with the proposed \$75 for local speakers.

7. Communication Report:

Some discussion took place as to the role of Club Photographer. Don Cappelli agreed to ask Ricardo, the new Website Editor to fill this role.

8. Policies and Procedures Update:

Mike Cole presented revisions to the New Policies and Procedures. The Committee members reviewed and accepted all proposed changes.

Meeting was adjourned at 6:17 PM.

Respectfully submitted by,

Geri McArdle
Recording Secretary