

**Gulf Coast Writers Association**  
**Corporate Board Meeting**  
March 10, 2011  
Fairfield Inn, Fort Myers, FL

Meeting called to order at 3:30 PM. In attendance: Pat Janda, Tim Jacobs, Judy Loose, Larry Stiles,

We reviewed the nominations for the 2016 Executive Committee (EC).

Tim Jacobs presented the results of the GCWA Financial Review and recommendations to the EC going forward. The committee for the review consisted of Tim Jacobs, Geri McArdle, and Pat Janda. Judy Loose moved to accept the review. Pat Janda seconded. Financial review accepted unanimously.

Tim and Larry will attend the March EC meeting. All four corporate board members will attend the first meeting of the new 2016 executive committee in April. Larry stated that all board members should be mentors to executive committee members.

We met at the Fairfield Inn to assess the potential for future meetings of the board and the EC. Larry visited the Hilton Garden and obtained prices for the meeting rooms. We agreed that it was too expensive but there is a possibility of using them for workshops. Other meeting locations were discussed—libraries, Barnes & Noble, Cristof's restaurant, etc.

The disposal of records was discussed. There is an overwhelming amount of old records being held by the secretary and membership. A committee should be formed to go through the records and dispose of what is not needed. Retained records should be kept on a USB drive and/or stored in an online drop box.

**Records to retain:**

All minutes from the organization's beginning.

Membership records for the last three years.

Meeting adjourned at 4:20 PM

~Judy Loose, Acting Secretary