

Gulf Coast Writers Association, Inc.
Executive Committee Meeting Minutes
APRIL 21, 2015
Fairfield Inn

President Gary McLouth called the meeting to order at 5:30 PM. Committee members present were Irene Smith, Don Cappelli, Alice Oldford, Jennifer Fitzgerald, Mike Neal, Cyndi Anthony. Corporate Board- Judy Loose, Larry Stiles

Officers Reports

Secretary

- Mike Neal made a motion to accept the March General Meeting and Executive Committee Meeting minutes. Don Cappelli seconded. Motion passed.
- Cyndi Anthony requested that persons recognized from the floor during annual meetings be recognized by first and last names so that minutes can be accurate.
- Cyndi Anthony requested name tags be ordered for Jennifer Fitzgerald, Cyndi Anthony and Mike Neal (Executive Committee), Larry Stiles and Judy Loose (Corporate Board).

Treasurer

- Don Cappelli reviewed the March Revenue Expense Report. The beginning balance on March 1, 2015 was \$12,096.37. The ending balance on March 31, 2015 was \$12,083.77.
- Alice Oldford made a motion to accept the treasurer's report as read. Irene Smith seconded. So carried.
- Mike Neal suggested that the treasurer's report show the budgeted amounts as well as the actual.

Membership-Irene Smith reported that the total membership is currently 247. We have 91 members who have not yet renewed their annual membership.

Program Chair-Mike Neal has three possible speakers for September and October.

Special Projects

- Alice Oldford reported that she is working on setting up a class on social media. She asked three questions of the executive committee: when, who and where. It was decided that the event would be between Thanksgiving and Christmas, perhaps led by Joe Jacobson, and held at FSW in the computer lab.
- Alice Oldford is working with some helpers to plan a writers retreat and workshop during April of 2016.

Publicity-Barbara Burnett will be on leave of absence for a short time. Cyndi Anthony volunteered to fill in during the absence with the help and guidance of Gary McLouth. Gary will meet with Cyndi on April 27, 2015 at 2:00 PM to work out the details.

Webmaster-Jennifer Fitzgerald reported that the website revision is underway. Her projected completion of the project is about three months. Jennifer has several volunteers that she will train to help with some of the work.

(The following is excerpted from Gary McLouth's Tentative Agenda)

NEW BUSINESS:

EXECUTIVE BOARD ELECTION OF A VICE PRESIDENT FROM ITS MEMBERSHIP. The V.P.'s primary function is to represent the GCWA President, specifically in the meeting leadership role, and generally in ad hoc roles as approved by the president.

Don Cappelli graciously volunteered. Cyndi Anthony made the motion to accept Don Cappelli as Vice President. Irene Smith seconded. Motion carried.

RECOGNITION of Denise Holbrook and Judy Loose for their leadership and contributions to the GCWA during their tenures as officers of the organization. Suggested Awards: Official Letter, Award Certificate or Plaque, Feature Profiles submitted with next publicity releases.

A Party will be held in the honor of Denise Holbrook and Judy Loose during the May, 2015 General Meeting.

RELATIONS WITH CORPORATE BOARD OF GCWA: Corporate Board minutes reflect a desire of that board to increase its level of involvement with the executive board in a number of ways, defined, and also implied. The Corporate Board has proposed that it take a more active role in GCWA operations by: meeting at least quarterly, appointing the Executive Board President to the Corporate Board as an ex-officio member (precluded from holding its Chairmanship), and rotating corporate board members as attendees at Executive Committee Meetings.

MAGAZINE LEGACY FROM CHARLES SOBCHAK- Gary McLouth, Larry Stiles and Jim Gustafson will meet with Mr. Sobczak to explore a possible GCWA take-over of his magazine.

OTHER BUSINESS: Changes to Bylaws. The policy on removing a member of the executive committee needs to be put into the bylaws.

Jennifer Fitzgerald made a motion and Don Cappelli seconded to have any proposed changes to the bylaws completed no later than August in order to have them presented to the membership in the fall. Motion carried. Don Cappelli and Gary McLouth will meet with two members of the corporate board on May 7, 2015 at 5:30 PM at Fairfield Inn.

The next Executive Committee Meeting will be held on May 12, 2015, 5:30 PM at Fairfield Inn.

Tentative Agenda: Review insurance policy and mission statement

Report on Publicity (Gary McLouth & Cyndi Anthony)
Meeting with Charles Sobczak (Larry Stiles, Gary McLouth, Bob McCarthy)
Finish items on Gary's list (where we are, where we are going)

Meeting was adjourned at 7:20 PM.

Respectfully submitted,

Cyndi C Anthony, Secretary