

Gulf Coast Writers Association, Inc.  
Executive Committee Meeting Minutes  
October 13, 2015  
Fairfield Inn

President Gary McLouth called the meeting to order at 4:00 PM. Committee members present were Irene Smith, Don Cappelli, Alice Oldford, Jennifer Fitzgerald, Michael Neall, Cyndi Anthony. Corporate Board Observer Larry Stiles

### **Officers Reports**

#### **President**

- Gary welcomed Cyndi Anthony back as Secretary with full voting status.

#### **Treasurer**

- Don Cappelli reviewed the September Revenue Expense Report. The beginning balance on September 1, 2015 was \$12,185.05. The ending balance on September 30, 2015 was \$11,264.77.
- Alice Oldford made a motion to accept the treasurer's report as read. Jennifer Fitzgerald seconded. So carried.

**Membership**-Irene Smith reported that the total membership is currently 208. Sixty members were present at September's general meeting with twelve first time guests and one returning guest. We received eleven new members (one was a family member add on) and one membership renewal.

#### **Program Chair**

- Michael Neall made a motion to increase the facilities budget from \$1,375 to \$1,725 to allow for general meeting set-up services provided by an outside vendor. Motion carried with one abstaining vote.
- Speakers are booked through April 2016.
- February general meeting will be held at the Alliance of the Arts facility.

## **Special Projects**

- Alice Oldford moved to hold a Social Media Workshop at Holiday Inn Express on February 27, 2016 within the special projects budget. Jennifer Fitzgerald seconded. Motion passed unanimously. Projected cost for workshop space is \$300.00 for a room that will accommodate 27 persons. Lunch can be provided at an extra cost to be determined at a later date.
- As of October 12, the Cruise Workshop Retreat has only 12 persons signed up. We must have 20 spaces filled by Monday, October 19, 2015 to cover the cost of speaker, Kim Weitkamp or the cruise retreat will need to be cancelled.
- SWFL Reading Festival will be held on March 19, 2016. Jennifer made a motion to purchase one table for GCWA use at the cost of \$135 (after November 30 price will be \$220). Michael seconded the motion. Motion carried.
- Jennifer made a motion for GCWA to purchase tables at the cost of \$135 to sublet to members who paid in advance for said table. Alice Oldford seconded. Motion passed. Deadline for members to pay for table(s) is November 15, 2015.
- Annual award ceremony will take place on February 20, 2016. Alice Oldford suggested we have a motivational speaker. Don Cappelli agreed to contact Les Brown.

**Webmaster** - Jennifer Fitzgerald and Gary McLouth are acting editors of the newsletter ***Word Song*** until we can find a permanent editor.

**Board Observer**-Larry Stiles reported that the Constitution and Bylaws should be completed in about two to three weeks.

Motion was made by Michael Neall to adjourn meeting. Alice seconded. Meeting was adjourned at 6:00 PM.

Respectfully submitted,  
Cyndi C Anthony, Secretary