

Lake Winnipeg Writers' Group
Executive Meeting Minutes
April 17 2016

Present: Jeanne Gougeon, Debra Dusome, Marlene Ness, Conni Cartlidge, Tyra Masters-Heinrichs, Pam Larner.

1. **Adoption of the Agenda** (Jeanne, Pam).
2. **Adoption of the minutes of March 20, 2016** (Debra, Conni).
3. **Treasurer's Report:** See Debra's print-out.
 - a) in bank. Opening balance in the LWWG bank account on 16 March 2016 was \$1263.81. Closing balance on 29 March 2016 was \$1503.81.
 - b) Pay Pal. We received \$70.84 from Pay Pal for 2 contest entries and some memberships.
 - c) Keeping records of \$ for events.

Debra moved to cancel the first, lost cheque (for \$316.90) issued to Tyra for Voices volume 15-1, and to issue her a new cheque for that amount. (Seconded by Conni. Carried).
4. **Contest:** Marlene needs to teach Conni how to retrieve information from Pay Pal entries.

One participant needs to be contacted, as his submission has been accepted for publication elsewhere. We probably cannot accept it under these circumstances. Does he have an alternate story to submit to us?

Marlene needs to give us a receipt for the ap she purchased and for which she was later refunded. She agreed to give Jeanne a cheque to reflect the refund and provided the invoice for our records.

Submissions are coming along slowly but the deadline is July 31st.
5. **20th Anniversary – May 22, 2016:**
 - a) Application for license re silent auction is pending. Cost is ten dollars.
 - b) Advance ticket sales. Debra asked if we can have tickets ready in time for the launch at McNally's. Marlene said we can use electronic sales (Pay Pal). Tickets purchased in this way will be in your name at the door when you arrive (John Brown, party of 4 people). Tickets will thus be available on a pre-sell basis or at the door. Donations will also be accepted.

See Debra's list of silent auction items still needed.

Tyra presented 2 options for posters/tickets/postcard mail out purposes for our perusal. She will make a few more edits and email the final result to us. Marlene is sending graphics to Tyra to help her develop the latter. Postcards will go into mail boxes in the area and will be available at the anniversary event.

Marlene is doing a banner.

There will be no 50-50 draw.

Voices 16-1 will be available at several locations around town.

Decor at the 20th anniversary celebration will be in green and white, and simple. We will get a Sobey's anniversary cake and provide punch, tea and coffee for beverages. We can get cups from Cosco. Debra will check out the Party Store for green and white balloons. They need to be helium-filled. Also check out the Dollar Store. Table cloths will be a gift from Debra. Conni promised to check with Wendy Church on the cost of catering lunch for 50 people.

6. Launch - May 8, 2016:

- a) Decorations
- b) Advance purchase of books recorded and given to Tyra.
- c) Camera. Conni's husband, Brent, will take pictures at the McNally launch. He can then send them on to Marlene, who will post them for us.

7. Poetry workshop - June 11, 2016:

Our presenter, Di Grant, requires an overhead projector which is provided the library.

8. Our web site:

Conni is willing to be trained by Marlene to do basic posts. Marlene has more time for media promo for us now that she has quit her Winnipeg job.

Tyra is sending Marlene an electronic publication copy of Voices 16-1. Permission is required from the participating authors to do this.

Marlene has all our events on the front page of the web site. A few edits are still required, including a link to McNally. She is using the same poster page for all spring slams as the one used for the slam on 20 April (also sent to *leagueofcanadianpoets.ca*).

The subscription button is coming soon. Note that if people order both Voices for a year at the same time, the cost to them will then be \$10 per book, plus cost of mailing.

9. Poetry Slams:

- a) April 20th – National Poetry Month. The theme for the month is "the road". This will be celebrated by, among other interesting guests, poet, Victor Enns. This event will be hosted by Marlene.
- b) Marlene has developed a new poster for the spring slams.

10. Correspondence:

a) The Beach Scape Harvest Festival runs September 10-11 at Winnipeg Beach. Are we willing to participate? If so, the book store is available for our use. This is an effort to get all the artistic community to participate and help each other. Jeanne will run this by us at our next meeting.

b) Melanie Matheson from the Writers' Collective will visit our group during the May 15th exec. meeting.

c) The Companies Office of Manitoba returned our Annual Return of Information due to the fact we had not indicated the exact date of our change of address. Jeanne will send it back with proper information.

Adjournment.

Thanks to Conni for the use of her home and her hospitality for our meeting.

Pam Larner