

Lake Winnipeg Writers Group Meeting Minutes

Executive Meeting - 10/03/2018

Agenda:

Reports:

President

Membership

Treasurer

Editor

Contest

New Business

Other business

Meeting Called To Order: 12:18

Meeting Adjourned: 14:28

**Nancy Clarke moves to approve minutes for last meeting.
Vote passed unanimously.**

President report

I have spoken with the Editor, since she is not available for this meeting and will follow up with her after the meeting. The non-profit business licenses has been renewed. I have asked Webmaster (Kyle) for invoice regarding work done in past months and will be contacting him regarding upcoming changes to the website.

Membership Report

- As of January 12, 2018 we have 3 life members, 23 regular full members, one e-member and one student member for a total of 27. As of March 10, 2018.
- Check for membership payments given to Treasurer.
- Change of address from Pat Nanarsky.

Life Members	3
Regular Full Members	22
E-Member	1
Student Members	1
Total:	27

Treasurer Report

- Ann moves, Pat seconds to pay Webmaster Kyle \$13 for 1 hours work at 13/Hour. Vote passed, none abstained.
- Tyra moves, Lindsay seconds motion to provide check of \$21.96 from Treasure to President to pay for 8 copies of Voices sent via mail. Vote passed, none abstained.

Noventis Transactions			
Noventis Balance as of January 6			\$1490.09
Cheque Deposit on January 10	\$36.00		\$1526.09
Postage for Copies sent to Archives and Cover Artists on January 16		\$25.03	\$1501.06
BK Layout and Design on January 16		\$221.20	\$1279.86
Webmaster Payment on January 23		\$143.00	\$1136.86
Deposits on February 10	\$328.80		\$1465.66
Business Registration on February 22		\$25.00	\$1440.66
			\$1440.66
Pending Transactions			
Postage for Copies Mailed Out from March 10		\$21.96	\$1418.70
Webmaster Payment from March 10		\$13.00	\$1405.70
Deposit from March 10	\$30.00		\$1435.70

PayPal Transactions with fees of 2.9% +\$0.30			
PayPal Balance As of January 6			\$213.90
Membership Dues on February 15	\$30.00		\$242.73
Membership Dues on February 17	\$30.00		\$271.56
Book Purchase March 7	\$17.00		<u>\$287.77</u>
			\$287.77

Editor Report

- As of March 10/18, there have been 18 submissions, 6 are finalized while 4 are in the editing process.

Voices Spring 2018	
Authors	10
Total Submissions	18
Poems	8
Visual Art	1
Prose	9
Finalized	6
Editing in Progress	4

- Ann did not send email informing membership regarding submission word count change and will do so before the next call for submission of Voices.
- Brendon suggests having a list of what has been published in previous Voices on the website and suggests possibly indicating advantages to submitting early.

Discussion Regarding The Editor's Role As Gatekeeper

- Executive Board agrees unanimously Editor should act as Gatekeeper for the Lake Winnipeg Writers Group
 - What is accepted and how it is accepted into Voices is at their discretion.
 - Problems also seem to be when feedback is expected **from** the writer within a reasonable timeframe
 - A 'Review By' date may need to be considered.
- Suggestion proposed to include a secondary/backup editor for genres that are not the specialty of the Primary Editor or where the experiences of the Primary Editor do not cover.
- Trynda proposes new submission rules, Seconded by Tyra. Vote passed, none abstained.
 - Change prose submission to **2 pieces per author**.
 - restricted to a **single author name** and **no additional pen names**.

- 6000 words max **per piece**.
- 4 poems max **per author**.
 - Discretion goes to the editor to reject or approve what will be accepted into Voices.
- Submission **does not** guarantee acceptance
- The editor is **not** expected to edit pieces which are not accepted into Voices.
- **Editor had final say.**

Cover Submissions

- Tyra requests to have guidelines implemented for cover submission
 - Threatened once again to pull covers from a backup selection of photos.
- Photo requirements include:
 - High resolution
 - High Contrast
 - In Focus
 - Must be in colour
 - Chilly related images for Fall/Winter & warmer related images for Spring/Summer
 - Please look at past covers for examples
 - Covers for Fall/Winter must be submitted before July 31st
 - Covers for Spring/Summer must be submitted before January 31st

- Hard release date is May 6th 2018 for Voices 18-1

Contest Report

- Contest will:
 - o Accept submissions from April 1st to May 31st.
 - o Youth submission will be a full membership and no longer an electronic membership.
 - o No longer have creative non-fiction category due to lack of submissions.
 - o Only accept .doc or .txt formats.
 - o Only accept electronic entries
 - o Only accept electronic payments
 - o Entry fees are non-refundable.
- All entrants are made a full member.
- All winning entries will be edited prior to submission.
- Tyra will look into old minutes to review old contest prizes to possibly reinstate old prizes.
- Still looking for a final judge.
 - o Tyra agrees to act as a backup judge, IF NECESSARY.
- Contest poster with brick wall decided as poster for upcoming.
- Tyra brings up marketing as short stories work well.

New Business

- Decision to send email regarding ebook format of Voices and copywrite surrounding electronic copywrite.
 - Ann will follow up with email.
- Prices to be kept as is, as well as shipping.

Other Business

- Lyndsay volunteers to do final read-over of Voices 18-1
- Ann moves, Nancy seconds to have flex-able page limit to 150 - 175 set for Voices. Vote passed, none abstained.
- Schedule executive meeting with Dorothy at final proofreading, next weekend.

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