

MEETING MINUTES

**Virginia Writers Club, Inc.
Board of Governors Meeting
May 7, 2016 – Charlottesville, Virginia**

Attendees: Betsy Ashton (Valley Writers), Maggie Duncan (Blue Ridge Writers/SWAG), Linda Layne (Richmond/Blue Ridge Writers), Dan Walker (Riverside Writers), Linda Ensign (Northern Virginia Writers), June Forte (Write by the Rails), Fred Fanning (Riverside Writers), Leslie Truex (Blue Ridge Writers), Mary Page Gwaltney (Valley Writers), Linda Dobkins (Appalachian Writers), Jack Ferguson (Hanover Writers), Dennis Fargo (Write by the Rails), Brenda Burch (Chesapeake Writes), and June Forte (Write by the Rails).

1. Meeting was called to order 10:37 AM.
2. The agenda was opened for discussion. Fred Fanning asked that the approval of the September 2015 Board of Governors (BoG) Meeting minutes be added to the agenda. Phyllis Duncan moved that the agenda be accepted as modified. Linda Dobkins second motion. The motion carried.
3. Fred Fanning read the September 2015 BoG meeting minutes. The minutes were briefly discussed with a couple of minor mistakes identified. Jack Ferguson moved that the minutes be approved as modified. Dan Walker seconded that motion. The motion carried.
4. Betsy Ashton called for people around the table to introduced themselves for the benefit of new attendees.
5. Fred Fanning read the February 2016 BoG meeting minutes. The minutes were briefly discussed with a couple of minor mistakes identified. Phyllis Duncan moved that the minutes be approved as modified. Dennis Fargo seconded that motion. The motion carried.
6. Linda Layne presented the budget update. She provided us with handouts showing the budgets from the Blue Ridge Writers and Valley Writers. She discussed the overall budget, specifically talking about Web services and how to save money. She noted that she would look at other firms that might provide this service at a lower cost. A short discussion ensued about people using the website. It was noted that Joanne Liggan is providing excellent service. Linda Layne pointed out that changes in February numbers were the result of activity 2015. Phyllis Duncan moved that the budget report is accepted as presented. June Forte seconded the motion. The motion carried.
7. Betsy Ashton presented the correspondence report. She noted that one writer had a question about contacts at the Blue Ridge Writers. Linda Layne said that she had answered this writer and will follow-up to make sure this issue is satisfied. Betsy also spoke about the other correspondence that came from Danni Ryan of Write by the Rails. She asked if VWC would

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be doing the chapter taxes. She was told no the VWC will not be using its nonprofit status to file taxes for chapters.

8. The contests were addressed as the next item on the agenda. Linda Layne noted that the teen contest was done for 2015, and no contest will be done for 2016. She will do a Summer Shorts Contest. She noted that she had received one summer shorts submission.
9. June Forte noted that the Golden Nib Contest would begin September 1 for the club. Each chapter will hold the level one selection starting on June 1.
10. Fred Fanning reported on the scholarship. He noted that the scholarship announcement with a deadline was May 1 was submitted. Fred Fanning has received two applications. In the coming week, he will send out the applications to three judges. He is planning to wrap this up by the third week in May.
11. Phyllis Duncan reported on the symposium. She discussed the committee overseeing the symposium had been very active. Phyllis Duncan noted that the keynote speaker for this year's event was Diane Fanning. She reported that 33 proposals were received this year. She reported that future tasks include obtaining confirmation, posting a schedule, and adding a critique section to complete the symposium. Fred Fanning spoke about the concessions contract for the symposium that will provide food and drinks for the symposium. A short discussion was held about the food itself, and it was decided that Fred Fanning will go back to the contractor and ask that a salad is added to the menu. The selection of Simply Delicious Catering (SDC) was approved. Phyllis Duncan went on to discuss the symposium schedule. She highlighted that she would do a flyer that will go up on the web page. She noted that we already have a Facebook page for the symposium. The Facebook page is the VWC 2016 symposium. Items will be posted in both locations to ensure people have a chance to get the information. Linda Ensign has sent the press release to 126 news outlets, including newspapers, television, radio, and magazines, and will be contacting county libraries and Meetup groups as well. She is also looking at sponsors and members that want to pay for ads in the symposium book. The symposium will be advertised in the Virginia Author Sampling mid-summer edition. The symposium will have early bird registration for \$80, followed by full registration of \$90. The symposium book will use CreateSpace to publish the book for less than \$4 each. Phyllis Duncan highlighted that one of the changes for this year's symposium was that the speakers will not receive an honorarium, but will get free attendance to the symposium, lunch, and table to sell their book. Phyllis Duncan noted that a critique session had been added as well as reducing the number sessions to get better participation.
12. The meeting recessed for lunch at 12:09 PM.

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13. The meeting was called to order from lunch at 12:47 PM.
14. Betsy Ashton reported on the 100th Anniversary Anthology Strawman that was provided to those in attendance. A discussion followed in which it was agreed to do the anthology through the selection process of best writing from present members of the VWC. Anthology would be open only to members. It was asked if VWC wanted a theme? It was decided that the Anthology Committee did not want a theme. It was recommended that fiction, nonfiction, and poetry be accepted. It was also recommended that previously published work be accepted if the writer gets permission from the publication. The anthology will be done in CreateSpace with profits going to the VWC Scholarship Fund. It was recommended that every contributor to the anthology get a free copy, but no payment for their accepted pieces. The question came up as to whether or not the Anthology Committee want the work to be juried. The discussion was yes the Anthology Committee wants a type of jury or editing for the work. The question was asked about people submitting for all three categories. The recommendation was that members can submit for all categories, but cannot have all three published. The question was asked about submitting excerpts. The recommendation was that the Anthology Committee would accept excerpts instead of full-length pieces. It was suggested that the Anthology Committee use Duotrope for members to submit their pieces. An alternative to using the member portal of the VWC web page for direct submission was recommended. It was recommended that the Anthology Committee has the right to refuse publication of a piece and should restrict submission of design poetry. Submissions will be accepted beginning at the 2016 annual meeting. The Centennial Anthology will be announced at the Symposium and the Annual Meeting in November. It was also decided that the anthology would include the history of the VWC, history of each chapter, a Governor's proclamation, work by honorary members, and it was hoped that the governor would write an introduction to the anthology.
15. On the Centennial Anniversary, Jack Ferguson spoke about a connection between Edgar Allen Poe and James Cabell. Jack Ferguson noted that he needed someone to play Ellen Glasgow opposite his James Cabell at the annual meeting. It was discussed whether Jack should be paid for joining the Poe Museum as part of his research into the VWC. It was agreed that he would be reimbursed. Betsy Ashton tabled the rest of the agenda for the 100th Anniversary until the next meeting.
16. The next topic for discussion was Why Don't Chapters Participate. The discussion noted that VWC should have workshops closer to the chapters to get them more involved. It was pointed out that the VWC leadership should be doing roadshows in each chapter to get chapter involved. It was also observed that members should know what is happening in other chapters and could do so by going to the newsletter or the web page. It was also suggested that the club needs a Chapter Coordinator position on the board to rally the chapters and keep

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them involved. It was suggested that e-mails be sent to each member to highlight things that are on the web page that they should look at. There was also talk about moving the annual symposium to different locations within the state to get various members to attend.

17. The meeting was opened for new business.
 - a. Phyllis Duncan noted that we need moderators for the symposium. At least three are needed, and people who want to volunteer should speak to Phyllis Duncan.
 - b. Another order of business was to confirm that the annual meeting will be held at The Virginia Foundation for the Humanities Conference Room in the Boars Head Complex 145 Ednam Drive, Charlottesville, VA 22903. This is the room where the board of governors meeting is held. Dennis Fargo made a motion that we accept as the location for the 2016h Annual Meeting. Dan Walker seconded, and the motion carried.
 - c. Jack Ferguson made a motion that we donate \$200 to the Virginia Foundation for the Humanities for allowing us to use the room at the admin facility for BoG meetings and now the Annual Meeting. Phyllis Duncan seconded the motion. The motion was carried.
18. No other new business Betsy Ashton did further introductions for new people that came in late.
19. It was noted that Arlington County will get a new Poet Laureate for the first time.
20. There being no further business Linda Layne made a motion to adjourn. Jack Ferguson seconded the motion. The motion carried.
21. The meeting was adjourned at 2:29 PM.