

ALBERTA ROMANCE WRITERS' ASSOCIATION
Board Meeting
Saturday, May 13th, 2023 at 9:00 AM

1. REVIEW AGENDA

2. REVIEW MINUTES FROM Saturday, April 8th, 2023

3. TREASURER'S REPORT

4. OLD and CONTINUING BUSINESS

- A. Library bookings**
- B. WWC Stuff**
- C. Treasures Update**
- D. Meeting Schedule starting in July (or Sept)**
- E. Programming**

5. NEW BUSINESS

- A. AGM**
- B. Executive Positions**
- C. AWRA t-shirts???**

Meeting was called to order at 9:00am. Present in person...Tammy, Jessica and Darlene. By Zoom...Bret, Diana and Wendy.

1. Agenda was reviewed and programming and t-shirts added to list.
 2. Minutes from Saturday April 8th reviewed. Tammy moved and Darlene and Bred seconded they be adopted. All in favor.
 3. Treasurers report...
 - Visa 22.83
 - PayPal 217.66
 - Chequing Account 9742.51
 - Petty Cash 57.75
 - GIC 1000
 - GIC 10095.28
 - 29 members 3 of which are honorary.
- Moved Tammy, Seconded Diana that the treasurers report be accepted as read. Unanimous.

4. Old and continuing Business...

A. Library bookings

- i. It has been decided to change locations to using the libraries around Calgary for future Saturday meetings. We will no longer use St Marks. Bret will be responsible for cancelling St Marks. Bret thinks we still have covid credits that will keep us solvent until the fall.
- ii. We will use St Marks until July then move to the libraries.
- iii. This will save us approximately \$1400 per annum as we still need insurance. Insurance is paid monthly at present.
- iv. Tammy questioned if anyone would come as they don't now but with plenty of parking and possible a better atmosphere and a banner and advertising it will be better for members.
- v. Audio visual equipment will be available so we can zoom to members not attending. It is thought the library will be able to assist getting this set up.
- vi. By cancelling St Marks there is a cupboard in the basement which will have to be moved out. Tammy volunteered her garage.
- vii. We will require a new physical address for mail and a new mailbox. Also a change of address will need to be filed with the registry office as soon as it is available.

a1. We will change the Saturday date to the 3rd Saturday of the month due to conflict with public holidays and this will be announced to the members.

B. WWC Stuff

We have booked a table for the event. Tammy is liaison. A link will be sent to members asking them for panel submissions and presenters. She will post the WWC link today. This year it will be an in person only and is likely to be the last. There is talk--only talk that Alexandra writers group may take to over but only talk at the moment.

C. Treasures Update

Bret is still waiting for outstanding edited entries. Hopes to have everything ready for end of May. Only Wendy submitted photos for the cover so her fence picture will be used.

There is time to get copies ready for WWC.

D. Meeting Schedule starting in July (or Sept)

We will go to the 3rd Saturday as of August. As July conflicts with Stampede there will be no meeting in July and will go to the 3rd Saturday as of August so it is soon after WWC and possible we will have new members.

August will be our 1st meeting in a library. Meetings will run August to November, skipping December as it is too close to Christmas.

E. Programming--Diana's report from survey....

ARWA PROGRAMMING JULY – DECEMBER 2023 – PROPOSAL

MOVING TO THE THIRD SATURDAY OF THE MONTH.

Sarah Kades will book library ahead of time – which one?

July 15

August 19

September 16

October 21

November 18

December 16

Results of Survey – what members want:

33% Support and critique

16.7% Selling and Marketing

11.1% Craft Workshops

SUPPORT AND CRITIQUE:

Critique groups

Accountability Groups

Writing Retreat

Monthly ‘issue’ groups. Eg short story/editing/medical romance

SELLING AND MARKETING:

Update website

Marketing update

Doing promotions

Uploading to Kindle

Mark Dawson/Self publishing - <https://selfpublishingformula.com/>

CRAFT:

In depth writing topics

Writing a series

Agent talk

Writer Talk

Editor Talk

Finding efficiencies in writing and editing

Writing for women’s magazines

Short stories

Finishing 3 chapters

Creating tension

Conflict

Soggy middles

Grammar

Punctuation

POV

Synopsis

Query letter

NEED TO ATTRACT YOUNGER MEMBERS:

WWC

Library evening

Need to structure a session for brand new members.

As a result of Diana’s proposals, Victoria (Diana’s daughter) will be asked to do a presentation on Motivation. Jessica will do one on uploading to Kindle in November. This will be a hands on with everyone with their computers. Tammy said she would do one on Character Building. No date given.

Jessica suggested that a form be sent to members so we have a demographic of where they are as writers. Not everyone was in favour as too many questionnaires make people uninterested in filling them out.

5. NEW BUSINESS

A. AGM

AGM will be the 22nd of June, by zoom only. Tammy volunteered to be elections officer.

Proxie forms should have been sent out last Thursday, but were not. Secretary does not have such a form and does not have email addresses of members. As a result, Tammy will get a copy of the form from Virginia and Bret will send it to all members today.

B. Executive Positions

Require President, Secretary, Treasurer, want also a VP.

To date there have been volunteers for all positions....

Tammy--president

Diana--vice president

Rachel--secretary

Virginia--treasurer.

Diana is leaving a programming and Rachel for news letter so both of these positions are required.

C. AWRA t-shirts???

Tammy suggested we should have an ARWA t-shirt to wear to meeting at the libraries to make us more visible. Something like the ARWA logo on the front and our book--Write that Book--on the back with perhaps I can show you how under the book.

Wendy suggested that no decision be made until price quotes have been received and then it should go to the general meeting. Tammy said she would find out the price.

Being no further business, the meeting was adorned at 10:13am.