

BWW Board Meeting
3/15/2018, 6:30-8:30 PM
110 Main Street, Burlington

Attendees:

Lauren Bender
Partridge Boswell
Terry Cleveland
Deena Frankel
Michael Freed-Thall
Rebecca Starks
Danielle Thierry

1. Jan. and Feb. Minutes approved as amended.

2. Financials (lead: Terry)

- Doing fine.
- Terry will compare 2017 Sustaining vs. Donating Members this time of year.
- Had to return \$300 for a Manuscript Review.
- Waiting to solidify strategic planning before doing more fundraising.
- Will have a Sustainability Committee.

3. Deena will put donation from Open Mic night into the bank.

4. Follow-up on Mission/Values (lead: Deena)

- Framing of the work that Deena sent around—are we ok with that? Yes, Deena will add a cover letter directing people about the work.
- Michael: let's share by email but modify to say we are going to have a meeting and what we want to do is have work groups that work on the values and come out with a product.
- Deena: let's back up and get input, without over-digesting first- i.e., here's the start of the brainstorm, what else?
- Clarification of what we mean by Values- how we will *be* as we do the work of the Strategic Plan.
- Danielle: Yes to working group.
- Partridge: Cast the net wider?
- Terry: Would that mean starting over?
- Deena: We can bring people along with the document
- April 7 10-1, meeting for Values, Deena will ask Library and SE Co-op Community Room

5. Programming (lead: Partridge and Danielle)

- Partridge: March series, Joni Cole, Baron Wormser, Karin Gottshall, this Saturday will have to postpone, Gary Margolis April 2

- Danielle: Margaret Grant bringing in acting teacher who helped with dialogue, character, scene setting through improv training; action-based workshop for May or June
- Promoting Karin Ames podcast conversation workshop
- Book Group- Patrick sent picks for Spring series, a novella in May. Poll will go out to membership; Don Quixote in summer?
- Rosa's workshop What is a Good Poem? went really well, has another in April, Putting Poems in Conversation.
- Open Mic went really well. Open invitation from Meg to continue collaborating with Lit Club at Lamp Shop.

6. Deena: speaking of collaboration, took part in strategic planning for VCAM & RETN; Nate Herzog Story Hack, 24 hour competition, 3 media to tell story, Nate gone away, perhaps BWW could collaborate annually (the Media Factory).

7. **MSR** (lead: Lauren and Rebecca)

- Lauren: new schedule is going well, staff seems committed.
- Rebecca: discussion of mentor outside the BWW, to be offered a \$500 stipend. A short list generated. Offering a \$500 stipend. Rebecca will create Mentoring Description, circulate, and then approach people. Then will be empowered to tackle that list.

8. **Anthology** (lead: Danielle)

- Meeting, wonderful team, 3 fairly new folks and Michael, enthusiastic, experienced, someone has stepped up as EIC.
- Deena & Danielle will start promoting calls for submissions. Talked about putting up who the team is & their bio, what they write, and will write a mission statement for this year's book. Discussion of renaming. Targeting mid-September to printer, launch mid-October, want name to be unveiled then, but understand it is a community-level process.
- Should there be a rule board members cannot be published in the Anthology? Discussion of pros and cons. There is no we and they? A value to link us to the community? Given that it's blind review? Already a small pool of submissions, do we want to limit further? Will it make it harder to find board members? But what if board members are rejected and resentful? What if it looks self-serving? Will revisit next meeting.
- Michael: has volunteered to create rubric for standard for collection; has collected some online that stress creativity, style. Would appreciate any input from Lauren & Rebecca; Lauren will re-send what she sent to Rebecca in the past.

9. **Digital Platform** (lead: Deena)

- Deena submitted info to Design Works. Should be done next week; she can report next board meeting on cost.

10. **Miscellaneous:**

- Lockbox on door- changing locks tomorrow, no need for a key to the inside door. People can text Deena if stuck.
- Lease- Danielle: waiting for rate on how much will raise rent. Danielle will drop in Google drive.
- Submittable- renews in May, is it automatic? We should reduce. Can Erin take care of?
- Danielle: Opps & Announcements. Could do a tutorial. How to send the email. Coordinate that. No one else feels a need to do it right now. We appreciate the work Deena and Danielle are doing!

11. Strategic Plan (lead: Deena)

- 4 strategic initiatives
 - 1) Powerful programming- led by Programming Committee
 - 2) Sustainable business model
 - 3) Evolve digital platform
 - 4) Secure administrative support- to do administrivia- so volunteers can focus on substantive part of mission; led by Board
- Appoint committees identified as lead. Their charge is to flesh this out & come back to the board with a proposed plan. What work is reasonable to do in year one, how much budget, how will you do it.
- Rebecca: is there a transparent process for forming committees? Concern over committee cronyism (or appearance of such). No complaints, just raising the issue. Want to open committees up for full perspectives.
- Goal: In a year: membership list, contact record, someone can run a report, how many meetings; post O&A.
- Michael: does adding members add work? Danielle: Yes, doing a tremendous amount of programming.
- Could we ever have a full-time paid organizer? First need administrative person.
- Could we each take a piece and think about how we would get there?
- Share these strategic directions with membership. Gage whether is volunteer energy.
- Membership is driving new programming; each new program adds the need for administrative support. Workshop leaders are trying new kinds of workshop.
- Governance question: should board members be elected? Revise by-laws in an open way and talk about the membership model for the board. Nominate from the floor? Revise by-laws so less specific? Operating guide simple enough that don't have to consult.
- Danielle and Rebecca will take lead on by-laws
- Partridge: do Committees plan or also carry through? All: in it for the long haul.
- Michael and Terry: what if we have people come to Apr 7 meeting and sign up there
- Danielle will re-send committee structure.
- Deena will invite people to the meeting, frame a proposal and get input, tee up existential conversations on Sustainability.

12. April 12 next board meeting by phone. [Was since changed to April 10]