

BWW Board Meeting  
4/10/2018, 6:30-8:30 PM  
By phone

**Attendees:**

Lauren Bender (for #2)  
Partridge Boswell  
Terry Cleveland  
Deena Frankel  
Michael Freed-Thall  
Erin Post  
Rebecca Starks  
Danielle Thierry

1. March Minutes approved as-is. Terry moves, all agree.
2. Accept Lauren Bender's resignation and elect Erin Post
  - Expressed gratitude for all Lauren did for MSR, for embodying the vision
  - Terry moves, Danielle seconds, no objections
3. **Financials** (lead: Terry)
  - Approval of tax return - Michael moves, Partridge seconds, no objections. Unanimous approval of tax return and authorization for Deena to sign and send.
  - P&L Jan-Mar 2018. Behind on donations, but plan for May fundraising (will be a focus of May's board meeting).
  - Terry will look month by month to separate out sustaining from regular donations in 2017 to compare with this year (on her to-do list).
4. **Anthology update and naming** (lead: Danielle)
  - Submissions are open through mid-May, team is putting flyers around, team put out bios and their vision statement
  - Michael: planning face-to-face near end of submission period to solidify rubric for selection, plan to all read everything
  - Deena: How will we keep promoting? Danielle: workshop leaders, FB, do we have someone on Twitter?
  - Terry: submissions for the cover? Danielle: up to the team. May be open submissions to arts organizations or recruiting a specific artist.
  - Title: idea—each year Selected Works of the Burlington Writers Workshop: and then the individual sub-name each year? Could we have no individual name? Poll again? Deena: would be best for the Annual Meeting, but we can't poll again. Would rather that the Board announce it: too much contention, we recognize that 70% want to change the name but we still don't feel we've come to the right name. Will the editing team understand it? Michael thinks there might be some

disappointment but it makes sense. Could we get workshop leaders to promote voting? Yes. Danielle will email.

- Should board members submit? One board member would have liked to submit. On the other hand: it is an anthology of member writing. But to avoid conflict of interest or even the appearance of conflict, our unanimous decision: board members not eligible to submit. Adopted.

#### **5. MSR update** (lead: Erin)

- Strong teams in all genres, in good shape for April issue, figuring out some art pieces, have poetry chosen for June
- Next week Erin is meeting with a woman in Burlington who expressed interest in being a copyeditor
- One challenge: getting a lot of submissions for fiction and having trouble getting through it in one month—75 fiction submissions in 10 days. Rebecca suggestion: either read faster/don't read the whole story (if not good enough quality) or cap submissions at X or limit window to 2 weeks, say.
- Julia Shipley is excited about possibility of being mentor. Rebecca will meet April 27 with her, to talk about how it could work primarily from afar.
- Submittable: up for renewal in May. Danielle will get a renewal invoice. We can either pay then or downgrade. Erin will look into how many people are using the emails and if cutting back to 10 is manageable.

#### **6. Digital platform update** (lead: Deena)

- Results of audit: scope of work would cost \$7-8K.
- Partridge: technology grants from Vermont Arts Council, deadline July 1. Requires a contract. All agree would be great to pursue.
- Deena: important to have a shared vision. Sees getting the Committee group together as one of the steps toward this project.
- Deena to review the guidelines for the VCA grant more closely and then work with Partridge.

#### **7. Programming update** (leads: Danielle and Partridge)

- BCA grant status: deadline April 16 to reapply. Danielle: assumed we wouldn't reapply to give other organizations the opportunity to get the funding. Terry will email to ask if they encourage people to reapply. Terry heard: a different panel every year, they don't base it on prior funding.
- Other programming updates: Danielle will add Gary Margolis-follow up Poetry session (Rebecca will lead); Margaret is trying to arrange her workshop for June; Sean Prentiss 3 prose workshops will wrap up grant.
- Danielle: Full-book fiction group is under way—15 people signed up, will start in April.
- Montpelier request re: possible additional workshop. Board decision: Budget has been set for the current year, but goal is for Montpelier to gather input from members and create workshops/programming within budget constraints that works for the group. The board will put on the agenda for future board meetings more planning around support for satellite branches.

- Retreat committee plan review. Deena: are they expecting anything from us? Danielle: Confirmation on their proposed budget. All agree - budget approved. Danielle will communicate with them.

#### **8. Strategic plan next steps (lead: Deena)**

- Debrief 4/7/18 session. Moving things forward. Balance between big philosophical and practical. Michael: Good energy. More turnout would have been nice. Deena: from a facilitator perspective, the perfect size.
- Mission adoption? A few interested in lengthening it: “through diverse programs”. But others saw value of keeping it short. Deena: I saw consensus rather than unanimity. All agree to adopt the mission.
- Margaret will rework the values statement. Deena will have a conversation with the board when that comes in to see how we want to move it forward.
- Committee charters: we will constitute those. Deena: will report on the session and open up a spreadsheet for people to sign up. We need to work on what we want to ask the groups to do. Rebecca: Could we get committees to describe what they do now? Yes for existing charters, but for the Membership Committee... Danielle will start a Google docs for each one and open for everyone’s input. Terry agrees. Michael, Deena: big stuff we have to work on (Sustainability). A lot of it comes up in the By-laws.
- Membership model development: Candelin was going to research organizations with missions similar to ours. Terry will ask her for status and timing. Do we adopt a coop model, in which becoming a member means something specific? Rebecca: is it broken? Michael: what is the vision? What do we need funds for? Deena: drawn to the idea of a hybrid model where workshops are free but special programs allow scholarships but otherwise you pay for them (a definition of what it is to be a member).

#### **9. Miscellaneous**

- Bylaws revision. Rebecca & Danielle should share bylaws models & thoughts with everyone while we proceed with other work.
- Ok with doing board meetings face to face every month rather than on phone every other? Yes.

10. Next meeting: May 17, 6-9, at the BWW studio. Will discuss membership model.