

Minutes for BWW Board Meeting
9/24/2018
5:30-8:00 p.m.
BWW Space

Attendees:

Partridge Boswell
Terry Cleveland
Deena Frankel
Michael Freed-Thall
Rebecca Starks

1. Convene, review/approve minutes of the 8/31 meeting (lead: Rebecca)
Approved with Danielle's amendments
2. Review financials and fundraising (lead: Terry)
 - Doing well, close to on budget.
 - Square- will now charge \$5 for postage for MSR (have to buy mailer, too)
3. Anthology update (lead: Michael)
 - Program: Michael will add BWW mission statement; will email board with document
 - Anthology will be printed by 9/25 by "48 Hour Printing"- saved \$150
 - Next year: recruit team earlier; worked well to turn over to a team; make sure EIC is a driver of a project
 - Content is smaller than previous years (2/3 size)
 - January: devote energy at beginning of year & bring in team for feedback to discuss how to do it next year (somehow connect to MSR, take on more volunteers for that?)
4. MSR update (Erin's email)
 - Mailchimp: plan to switch to <https://www.mailerlite.com/>.
 - It's \$50/month up to 15K subscribers, \$80 for 25K
 - First Deena will look at Constant Contact
 - TEMPLATE for reviews- Rebecca owes
5. Programming update (lead: Danielle & Partridge)
 - Meeting with Karin & Barbie, discussed administrative tasks (would be helpful to have an administrative person)- Barbie taking on lion's share of what Danielle has been doing; Dennis doing a lot of admin too.
 - Nov 10 (10:30 am) workshop leader/program committee meeting; final revision of workshop leaders' handbook
 - Two new poetry workshop leaders- Elisabeth Blair & Grier Martin. Poetry Workshop- now Thursdays (2 or 3 a month)- can alternate with songwriting; there's 1 open Weds a month

- Now Monday night is open for other events. Programming committee could look at Schedule anew.
- Should workshop leaders hit “advertise this”- or are people getting too much spam? We should discuss & have a plan/proposal- (maybe week before, if not enough people signed up, do it- include this in the workshop leader meeting)

6. Policy proposals and annual meeting (lead: Deena)

- Why not kickstarter for platform upgrade & admin person?
- Pose: the infrastructure that has allowed us to continue is going away; what can you do to help? we have to raise money for admin or drastically cut back
- Benefits: (peer-peer contact & feedback)
- Membership fee- a problematic token?
- Free workshops, tip jar; pay for guest authors, retreats, etc. (anything where a leader is being paid)
- Challenge of where we are today: Rebecca will send draft, after Deena does a visual representation of what would “go away”
- Look hard at policy proposal, is it persuasive?
- Everyone on board should respond to policy proposal governance in email

7. Member survey (lead: Rebecca)

- Will go back & forth with Deena, who will set it up in Survey Monkey. Rebecca will send a new draft

8. Board elections/membership (current and future) (lead: Terry)

- Approach board members- interested? Understand workload? Available?
- Challenging transition trying to make it less work
- Looking for how to keep dynamic productive.

9. Check-in on committee formation (all)

10. Next meetings: October 22, 6-8:30pm; November 26, 6-8:30pm