



**LWI BOARD OF DIRECTORS  
JANUARY 2017 MINUTES**

Friday, January 20, 2017 (2:00 p.m. EST)  
Conference Call Number: (712) 432-0180  
Access Code: 792377#

**I. CALL TO ORDER**

- A. Meeting called to order at 1:02 p.m. Central by Kim Chanbonpin, President

**II. ROLL**

- A. **Board Members Present:** Linda Berger, Kim Chanbonpin, Mary Bowman, Bob Brain, Candace Centeno, Cassandra Hill, Alison Julien, Samantha Moppett, Jason Palmer, Sue Painter-Thorne, Judy Rosenbaum, Rebecca Scharf, & Kristen Tiscione
- B. **Board Members Absent:** Iselin Gambert, Kim Holst, & Mark Wojcik
- C. **Other Parties Present:** Wanda Temm (ALWD), Jen Stevenson (AALS), and Cynthia Adams (Writers Workshop)

**III. APPROVAL OF MINUTES**

- A. Change to language re not getting to report of admin options committee
  - 1. It is not that didn't get to—rather, this item was intended to be on the agenda this month
- B. Minutes approved
  - 1. One abstention because the Board member did not attend the meeting

**IV. OFFICERS' REPORTS**

- A. **President's Report—Kim C.**
  - 1. Members will be at Million Women March in DC and other marches
  - 2. Celebrate Mel Weresh as Blackwell Award awardee at AALS – shared note from Mel
  - 3. Phelps Award Draft
    - a. Board approved last year – committee seeking approval of the announcement
    - b. Award announced in September
    - c. Committee recommendation to approve draft announcement and have committee post to listserv and announce
      - i. passed unanimously
  - 4. Continuation of Hosting contract with Brick Factory
    - a. Will discuss when discuss budget
- B. **President Elect's Report—Kris T.**

1. Program Committee working on call to go out in Spring
  2. Have chosen Gala venue—Discovery World Museum
- C. Treasurer’s Report—Candace C.**
1. **2017-2018 Budget**
    - a. includes last cycle of expenses in it and proposed expense for 2017-2018
    - b. few things to consider as Board
      - i. net loss of \$23,000 for 2018
      - ii. was expected due to expenses
    - c. Discussed One-Day Workshops Expenses
      - i. Use of c-vent – two year contract – and only used for Storytelling and One Day for this calendar year as no biennial
    - d. Discussed Second Draft Budget requests
      - i. Asking for money for extra pages, visuals, automating the news submissions, and promotional materials
        - a) These included in the budget
      - ii. Candace noted that she did not include website design budget request in the budget
        - a) Discussion of LWI website redesign—noted that there will be space on it for all journals
      - iii. Decided that will report to the Editorial Board that the Board needs to know what additional benefits will be achieved through Apex versus having the Second Draft on the new LWI website
      - iv. Suggestion to invite a more comprehensive discussion of where the Second Draft wants to go moving forward
    - e. Journal expenses
      - i. Request for journal and for retreat
    - f. Budget discussion tabled until next meeting
- D. Secretary’s Report—Kim H.** (Kim H. was absent, but sent thanks to Sam M. and Sue P-T. for serving as back up note takers). Back up note taker for Feb. will be Alison J.

**V. OLD BUSINESS**

- A. **Committee Updates**
  1. Tabled
- B. **One Day Workshops**
  1. Tabled
- C. **Writers Workshop Budget Submission—Cynthia Adams**
  1. Budget Request
  2. Discussion of timing
  3. Discussion of hotel rate
  4. Discussion of 2 nights versus 3 nights

5. Discussion of location
6. Kim C said would follow up with Cynthia and Kim H

## **VI. NEW BUSINESS**

- A. **Administrative Options Update—Olympia Duhart** (posted in Box)—for now, continued with Host School contract. Executive Committee will discuss administrative options and report at the next board meeting
- B. Phelps Award (discussed during president's report)

**VII. MOTION TO ADJOURN** at 2:09 p.m. CST., motion seconded, and meeting adjourned.