

**Manitoba Writers Guild
Annual General Meeting
By Zoom
October 17, 2020 at 11:00AM**

Housekeeping - Kelly
Package sent by email – including Zoom link.

Attendance:

- Sharon Arksey
- Donna Besel
- Danie Botha
- Anita Daher
- MaryLou Driedger
- Andy Dutfield
- Lori Gaudet
- Bev Sandel Greenberg
- Sharon Hamilton
- John Hill
- Barbara Lange
- David Lightfoot
- Susan Rocan (non-voting)
- Kelly Ross
- Clarice Sinohin
- Lilly Sotomayor (non-voting)
- Anna Valdron (non-voting?)
- Alex Dawson (non-voting)
- Deanna Ng

1. Call to Order: Andy: 11:00am

2. Approval of agenda: Bev/Danie Carried.

3. Review and approve minutes of previous General Meeting: Anita/Sharon Carried.

4. Reports:

4.1. President's Report

- Winnipeg Foundation funding helped strategic planning for 5 strategic pillars and plan – Strategic Plan shared with membership (Website, Newsletter)
- Finance: Book keeping service changed.
- Challenges: our past, no staff, no office visitors due to COVID
- Benefits: meetings on Zoom, Programs build membership, Newsletter well-received, membership increased this year.

4.2. Treasurer's Report

- Reviewed (see Treasurer's Report in AGM Package)
- Net income \$330.00 compared to last year.
- Factors: less members last year, separate committee doing Book Awards.
- Strategic plan - seminar funded by Winnipeg Foundation, Blueprint Invoice planned – Treasurer's Report divided into: best case, realistic scenario, worst case
- End ArtSpace Management Program for accounting - new firm Lesage Consulting Firm.
- e- transfers offered now: donate.mwg@gmail.com
- Operate virtually, temporarily disconnect internet, no office visits – saves \$140.00/month - reduced costs from \$528.00 to \$388.00 – giving us more months from 23 to 32 months – considering no drastic changes.
- Book Awards - Staff at Thin Air and AMBP do the Book Awards - Charlene manages the Manitoba Book Awards. Funding to be streamlined straight to Book Awards. Admin portion on our books

- Motion to accept the audited financial statements: Clarice/Dannie Carried.

Appointment of the auditor:

- Motion to accept the appointment of the auditor: Clarice/MaryLou Carried.

5. Committee Reports:

5.1. Nominations and Governance

- Susan as Chair
- Changes to Governance Manual – Are highlighted in AGM package.

- Committees:
 - Membership, Communication and Marketing Committee
 - Programs Committee
 - Fundraising Committee
- Page 3 - changes to Mission, Vision, Values
- Page 20 - referred to ED but added 'if one hired'
- Page 28 - discontinued credit card and in event get another...
- Staffing:
 - Volunteers – used in employee policies
 - Maternity clause - changed as government policies changed.
 - Board members can't become employees.
 - Susan does office work, no employees, board member do the duties in absence of no employees.
- Page 53 - job descriptions
- Page 63 - references use of Zoom
- Confidential agreement on privileged info
- Pronouns - he/she used and need to use gender neutral language - their/them as single pronoun.

Motion: accept changes: Anita/Kelly Carried.

New manual accepted.

5.2. Fundraising Committee

- Kelly is chair
- Difficult to fundraise during covid – postponing: networking event and Bud, Spud and Steak event - hopefully 2021
- Facebook Auction - in works for prizes
- Winnipeg Foundation excess funds – used for Governance training.
- ACU Grant - due this week and will know decision by December.
- Journals - Guild Branded journal (to write in like a diary), printed by Friesen's Book Publishers, and in book stores, corporations – goal: pre-sell 450 or more.

5.3. Marketing / Communications & Membership Committee

- Andy as Chair
- Works on: Website, Facebook, and Newsletter – with limited funds.
- Newsletter – Lori splits content with graphics.
- New members on committee.
- Membership - 130 this year, more writers still to be reached

5.4. Program Committee

- John is chair
- NaNoWriMo - authors did presentations, free space in Boardroom offered to writers
- Poetry workshops – cancelled due to COVID

- Virtual sessions – Writing Rants and Ramblings, Critique Circle, Book Chats – readings from local author(s).
- New Year plans – Docudrama, separate writer groups, publisher meetings.
- Sheldon Oberman Mentorship - Submissions till Nov 30 to apply to Guild email.
- Book Awards Committee - no gala this year - features of authors in newsletter/ Book Chats/WIWF.
- Chelsea is redesigning Book Awards site: www.manitobabookawards.ca
- Redefining promising writer award Q: What is definition of 'promising'? No changes this year

- Motion to accept the committee reports: Bev/Anita Carried.

6. Directors' election

New Directors: (see bios in package)

- Danie Botha
- Rebecca Rallo

- Motion to accept new directors: Susan/Sharon Carried.

7. Adjournment of AGM: Sharon 12:04pm