

**HMWG Board Meeting October 2, 2023 @ 7:00 PM**  
**Meeting held via Google Meet**

**Present:**

- Michael Wagstaffe
- Anita Joldersma
- Sarah Farr
- Christine Carleton
- *Regrets - Stan Barber*

The meeting began with the sad announcement that Shane Clair passed away today. This information will be shared with the Guild.

**The meeting was called to order at 6:32 p.m.**

**Approval of Minutes**

The minutes of the HMWG board meeting held on July 17, 2023, were reviewed for errors and omissions.

With no errors noted, Christine moved that they approved. Anita seconded the motion. All were in favour.

**Proposed Website Changes**

Mike has done some tweaking but would like to consider some other changes:

- An FAQ page since new members often have the same questions. The Board felt this was a good idea.
- Details on days and times of meetings will be posted on the website next to the group coordinator's name. The 'Green Room' email list will be established
- Info on Membership Fee and Benefits - this can be added to the website
- Member profiles to be moved to a more prominent page, bios can include links to member books.
- Items to be 'member only' will include:
  - Powerpoint presentations
  - Recordings of Zoom meetings
  - Articles

**Anthology VII**

People have been asking about the next book. A committee needs to be formed in order to begin this process. This will be brought up at the next in-person meeting.

**Guild Instagram Account**

Mike is to follow up with Carmenn on this.

### **Not-For-Profit / Government of Canada annual return / board member update**

Sarah is taking all six books to Ottawa to LAC-BAC in October.

### **AGM**

Shane had a copy of the bylaws so Anita will check with his daughter on their location. The AGM will be held on December 13 at 6:30 p.m. If Stan is not continuing, we should ask him to resign. Sarah will contact him.

### **Find / evaluate agents and publishers and transfer information to members**

Michael has received a number of questions from writers on what happens after their story is completed; how do they seek a publisher? Can we establish an information base?

- Pandemonium Publishing would be willing to come in and give a talk
- Sheryl Fletcher is another good resource
- Jaclyn Desforges will also be coming to do a talk

### **Hold Assessment / Skill-mapping Night / Committee Volunteers**

A brainstorming evening will be held to better understand everyone's skills to see how they may assist in committees etc. We will be looking for volunteers to assist the guild with promotions and other areas..

### **Next Meeting**

The next board meeting will be held before the AGM.

### **Close of Meeting**

The meeting closed at 7.55 p.m. on a motion by Sarah, seconded by Michael, with all in favour.