

**Hamilton Mountain Writers' Guild (HMWG)**  
**ANNUAL GENERAL MEETING**  
**Wednesday, January 8, 2025 @ 6:30 pm**

**Terryberry Library, 100 Mohawk Road West, Hamilton, On**  
**And online via Zoom**

**MINUTES**

**Executive Board in attendance:**

Garvin Nunes, Chair  
Michael Wagstaffe, Treasurer  
Anita Joldersma, Officer

**Regrets:**

Lynda DiPietro, Secretary  
Christine Carleton, Officer

**1. Welcome**

The meeting was called to order at 6:35 p.m. Garvin welcomed all in attendance, both in person and online.

**2. Territorial Acknowledgement**

The City of Hamilton is situated upon the traditional territories of Erie, Neutral, Huron-Wendat, Haudenosaunee, and Missisaugas.

**3. Executive Board Member Reports**

**Report of the Chair**

- The Board voted to modify the election rules of the HMWG in order to conform to Ontario Law. The Executive was changed to five roles: Chair, Treasurer, Secretary, and 2 members-at-large. The term length for each position is one year, with no limit as to the number of years one may serve on the Board. Any member of the HMWG is welcome to run for a Board position.
- The Board acquired access to all accounts and changed executive records with the government. Garvin expressed his sympathy at the passing of former Chair Shane Clair
- An Anthology Team was formed for Book 7.
- A Newsletter Team was created and are distributing monthly newsletters to members via email.
- The focus continues to be on acquiring volunteers for various teams to support the growth of HMWG.

**Report of the Treasurer**

- It was reported that there was not a lot of income or expenses during the 2024 year, as an anthology was not published.
- See Appendix "A" 2025 Proposed Budget

**Report by Anita Joldersma, Member-At-Large (1)**

- Welcome to new members. HMWG is all about writing. We welcome, encourage, and support writers no matter what stage of their journey they are at.
- Anita thanked the Newsletter Committee for starting a monthly publication this year which is sent out through email to all members.

#### 4. Nominations and Elections

- Garvin Nunes is standing for re-election as Chair.
- Michael Wagstaffe is standing for re-election as Treasurer.
- Anita Joldersma is standing for re-election as Member-At-Large (1).
- Christine Carleton (in absentia) is standing for re-election as Member-At-Large (2).
- Lynda DiPietro is stepping down as Secretary. Wendy Sammut was nominated as Secretary to the Board.
- **All were appointed by acclamation.**

#### 5. Other Business

##### a. Anthology Team

Currently, the Anthology Team has 3 members plus 4 editors.

##### b. Programming Team

Volunteers are needed to help Garvin plan HMWG Bi-Weekly meetings. Involves recruiting speakers or presenters, coordinating workshops, timed writing sessions, member book launches, etc.

##### c. Marketing & Promotion

Volunteers are needed to increase awareness of HMWG through events, online marketing, social media, etc., the goal is to increase awareness and membership of the Guild.

##### d. Newsletter Team

Needs submissions and content creators. This is an excellent opportunity to join the team and learn how to create and publish a newsletter.

**Meeting adjourned at 7:05 pm.**

**\*E&EO**

**APPENDIX "A" – 2025 PROPOSED BUDGET**

**Hamilton Mountain Writer's Guild 2025 Proposed Budget**

	<b>2025 Proposed Budget</b>	<b>2024 Actuals</b>
	<b>REVENUE</b>	<b>REVENUE</b>
membership fee	750.00	250.00
story submission fee	750.00	-
book sales	80.00	20.00
royalties	130.00	-
donations	-	25.00
bank account interest	-	-
refunds	-	-
<b>TOTAL REVENUE</b>	<b>1,710.00</b>	<b>295.00</b>
	<b>EXPENSES</b>	<b>EXPENSES</b>
Communications Committee	-	-
Financial Committee	-	-
Grants Committee	-	-
Membership Committee	- 50.00	-
Programming Committee	- 100.00	-
Promotions Committee	- 100.00	-
website hosting	- 115.00	- 113.00
book production expenses	-	-
Author copies	- 240.00	-
recognition gifts	- 150.00	- 150.00
office supplies	- 250.00	- 251.00
banking fees	- 100.00	- 93.50
Neighbour 2 Neighbour donation	-	-
other donations	-	-
Shane Clair memorial bursaries	- 100.00	-
refunds	-	-
<b>TOTAL EXPENSES</b>	<b>- 1,205.00</b>	<b>- 607.50</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>505.00</b>	<b>- 312.50</b>
<b>ASSETS</b>		
Cash/chequing account (2025-01-01)		3,711.82

**Notes re 2025 Proposed Budget:**

- Revenue projections for 2025 assume 30 members @ \$25 fee, plus 30 submissions to the Anthology @ \$25 membership fee.
- Expense projections for 2025 assume \$8 cost per author copies; gifts to editors at \$25 each, times 6 editors.
- Shane Clair memorial bursaries, 4 each @ \$25.