

Hamilton Mountain Writers' Guild (HMWG)
Executive Board Meeting
Saturday, August 30, 2025 @ 1:00 pm (via Zoom)

MINUTES OF MEETING

In attendance:

Garvin Nunes, Chair
Michael Wagstaffe, Treasurer
Wendy Sammut, Secretary
Anita Joldersma, Officer
Christine Carleton, Officer

1. Acceptance of Agenda

2. Approval of Minutes

- a. Minutes from Executive Board Meeting of April 12, 2025 approved as written.

3. Status Report – Garvin Nunes

- a. Garvin reported that email updates of members and organization of paperwork is on-going. He apologized for the delay, sadly he has had a death in the family. Board members expressed their condolences.
- b. Garvin noted that HMWG contact information and executive members need to be updated through Service Ontario. Michael volunteered to take care of this.

4. Membership/Writing Groups Report – Anita Joldersma

- a. Christine has offered to Facilitate Group 4 and will work with Anita to fill it with members. Christine suggested Group 4 run bi-weekly on Monday @ 6:30pm, alternate weeks to HMWG Guild meetings. She prefers in-person and will look into the availability of Turner Park Library.
- b. Garvin has plans to re-start Group 7, possibly as a “writing critique group”, and once it’s established, see if someone else will take over leadership. He will figure out a date and time that works for his schedule and let Anita know.
- c. Michael reported that Team 3, which meets every other Wednesday at 6:30pm via Zoom, is also in need of members.
- d. Anita will connect with those currently in The Green Room to see if anyone would like to move into any of these groups.
- e. Anita reported that the Guild is currently hosting 11-25 people per meeting.

5. Programming – Garvin Nunes

- a. Garvin reiterated the need for volunteers to program events and bi-weekly meetings. He has spoken to a few people but is still working on this. He is pleased to inform that speakers have been booked for Guild meetings until the end of 2025.
- b. Discussion took place on how to advertise Guild Meetings and promote the guest speakers. Suggestions included the newsletter, Facebook, and regular updates distributed through Writing Team Leaders.
- c. A suggestion was brought up that perhaps Writing Team Leaders could take on more responsibility to recruit both volunteers and offer leads on potential guest speakers.
- d. Anita also has a critique form that could be used to offer feedback for readings and speakers.

6. Treasurer’s Report – Michael Wagstaffe

- a. Website Hosting invoice has been renewed for another year. Unanimous approval by Board through an e-mail vote.
- b. Account balance in January, 2025 was approx. \$3700, as at August 30, 2025 it remains steady at a balance of approx. \$3700. Amount still to be paid out for Anthology #7 is approximately \$840.00.

7. Anthology Update

- a. Anita questioned whether or not all the people whose writing will be featured in the new anthology are current paid members of HMWG. Garvin will email Liam and Alexander to confirm this information.
- b. Prizes will be \$50 for the winner (Lois Corey); \$25 1st runner up (Heinz Duncan); \$25 2nd runner up (Scott Carruthers). Judges will be gifted \$50 each.
- c. The Board brainstormed some ideas as to how to promote the Anthology once it is published, along with the Guild itself, and any members who have their writings published. Discussion included library book launch/author readings, a table at relevant fairs, festivals, events in the Hamilton area (cost dependant), as well as within the guild newsletter, writing groups, and Guild meeting.
- d. Anita has been in contact with HPL and they are interested in adding the Anthology Books to the HPL Catalogue. She will follow-up on this.

8. Newsletter

- a. The HMWG is in need of an Editor. Linda is unwell and is currently stepping down to focus on her health. Garvin will reiterate the need for volunteers at the Guild meetings. It was suggested it also be posted on our Facebook page, and sent out via email.

9. Promotion & Marketing

- a. It was agreed that increasing members and recruiting volunteers is the first stage of increasing our promotion and marketing endeavours.
- b. Any current members who have their work published will be approached to speak at a Guild meeting. Liam is releasing his book at the end of October this year, and has been invited to present/launch it to the Guild in January.

10. Any Other Business?

- a. Wendy will be stepping down as Secretary, she has offered to compile the AGM minutes prior to her departure.
- b. Anita asked that anyone else who is considering stepping down, let the Board know no later than our next meeting in November.

Next Meeting: Saturday, November 8, 2025 @ 1:00pm via Zoom

Meeting adjourned at 2:41 pm.