

Hamilton Mountain Writers' Guild (HMWG)
Executive Board Meeting
Saturday, November 8, 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 August 30, 2025 approved as written.

3. Status Report – Garvin Nunes

- a. Garvin requested that all Board members confirm if they will be continuing on the HMWG Executive Board or stepping down. Refer to **10. Other Business** regarding 2025 AGM discussion.

4. Membership/Writing Groups Report – Anita Joldersma

- a. Anita needs names and email addresses from all writing team members, in order to know who is attending. She would like to arrange a Zoom call with writing team leaders at some point.
- b. It was suggested that Writing Teams be encouraged to have at least one member attend bi-monthly Guild meetings to stay connected and engaged.
- c. Christine has offered to facilitate Group 4 to get it back up and running. She will work with Anita to fill it with members from the Green Room. The first meeting will take place on Monday, November 17th, 6:30-7:45pm at Turner Park Library. Christine suggested Group 4 run on Monday @ 6:30pm, either bi-weekly on alternate weeks to HMWG Guild meetings, or perhaps once monthly.
- d. Michael will mention this meeting in his e-mail to team leaders, and also post in HMWG's two facebook groups. It will also be mentioned at the next Guild General Meeting on November 12th. Anita and Wendy have offered to attend on November 17th to help boost attendance.

5. Treasurer's Report – Michael Wagstaffe

- a. There has been no activity in the accounts since the last Board Meeting.
- b. Garvin mentioned that funds are required for the Anthology prize winners, and also for gifts for the judges and editorial team.
- c. Anita suggested we look into how to apply for money from the Public Lending Library as our Anthologies are now available through Hamilton Public Library.

6. Anthology Update

- a. The Anthology Team will be presenting at the November 26th HMWG Meeting at Terryberry Library. Garvin will confirm if the book is ready to print/publish, and if it will be available at that time. It was suggested that prizes also be awarded at that meeting, and that the Editorial Team be gifted a \$50 honorarium each (Liam, Alexander, Linda).
(From minutes of August 30, 2025: 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.)

7. Newsletter

- a. The monthly newsletter is currently on hold, as there are no volunteers to compile and distribute it. Linda has stepped down due to health issues.
- b. Discussion arose as to the possibility of incorporating the “news” that would be put out through the newsletter be included in the bi-weekly emails that Michael sends to the writing teams.
- c. One idea was also presented that perhaps one of the writing teams could take over the newsletter (or various teams could rotate), this will be considered and put out in a newsletter to the Writing Team Leaders.

8. Promotion & Marketing

- a. It was agreed to continue promoting bi-weekly Guild meetings through the email sent to Writing Team leaders, as well as on Facebook.

9. Any Other Business?

- a. 2025 HMWG Annual General Meeting, December 10, 2025 @ 6:30pm, Terryberry Library (100 Mohawk Road West, Hamilton) and via Zoom.
 - i. Notice of the AGM needs to be put out through the Guild meetings, Writing Groups, and on social media, and also encourage people to become fully paid members in order to have voting privileges, run as an Executive Board member, and have their work published in future Anthologies.

- ii. Garvin suggested heavily promoting the AGM at the November 26th Guild meeting as the Anthology Team and Winners will be there, and they all are paid members who need to be encouraged to come out and vote.
- iii. An agenda of the AGM needs to be distributed prior to the meeting.
- iv. Michael will provide a list of current paid members for the meeting – only those on the list will be able to run for the board and vote.
- v. Michael confirmed that membership quorum needs to be 51%. At present, there are 21 paid members which means 11 members must be represented at the AGM, either in person or on Zoom.
- vi. Garvin, Michael, Anita, and Christine will be continuing on the Board. Wendy will be stepping down as Secretary; she has offered to compile the AGM minutes prior to her departure.

**Next Meeting: 2025 HMWG Annual General Meeting, December 10, 2025 @ 6:30pm,
Terryberry Library (100 Mohawk Road West, Hamilton) and via Zoom.**

Meeting adjourned at 2:57 pm.