

**AAG Board Meeting Agenda
Tuesday, June 30, 2020
VH Small Business Incubator**

Time and Place

The board meeting of the Appalachian Authors Guild was held on Tuesday, June 30, 2020 at the Virginia Highlands Small Business Incubator from 12 p.m. - 1 p.m.

Attendance

President Vicki Fletcher, Ellen Myatt, Addie Davis, Linda Hoagland, and Dan Swanson attended.

Call to Order

President Vicki Fletcher called the meeting to order.

Business

1. Welcome and opening of the meeting – President Vicki Fletcher
2. President Vicki attempted to include at-large board member Kari Kilgore by using a video chat platform initiated by Kari, but technical issues thwarted the attempt. President Vicki suggested using Zoom as the platform in August, if needed.
3. Minutes of the March 10, 2020 General Membership Meeting and the February 11, 2020 AAG Board Meeting were approved.
4. Treasurer's Report – President Vicki reviewed the treasurer's report in the absence of Jack Rose.
 - a. The opening balance as of May 18, 2020 was \$863.98.
 - b. As of Tuesday, June 30, 2020, the checking account has a net balance of \$381.00, following expenditures of \$553.32 for the AAG Cookbook, \$265 to CSE for liability insurance, \$25 to SCC(?) and \$148.00 to the United States Postal Service for the post office box, and including a deposit of \$508.34.
5. Tidings newsletter report – President Vicki reported:
 - a. Send her information, such as a book review or about one of our books.
6. Publicity Report – President Vicki reported:
 - a. Linda Hoagland said she submitted info to *A! Magazine* for publication of meetings but is required to do so two months in advance, which is tricky at this time due to COVID 19.
 - b. President Vicki reported that JC Schweingrouber is getting some radio air time.
7. Website Report – Vicki Fletcher
 - a. She is updating as she can.
8. Membership list for 2020
 - a. President Vicki passed out the revised membership list and noted that Wendy Dwyer is a new member as of March. Since March 10, 2020, activity has included:
 - i. 31 Renewals
 - ii. 6 New members
 - iii. 2 paid for 2019
 - iv. 2 Honorary
 - v. Total 41
 - vi. Membership Dues and Deposits
 1. Via PayPal \$229.44
 2. Cash or checks \$495
 3. Total membership dues received \$724.44

9. List of 2020 AAG meetings and speakers as of this date:
 - a. **July 14** – General meeting at Shoney's from 11:30 a.m. to 1:30 p.m. Donna Watson is the speaker.
 - b. **August 11** – Board meeting/Workshop at VHSBI from 12 p.m. to 3 p.m. At this time, the board will discuss candidates for office for 2021. For the workshops,
 - i. During one hour, Kari Kilgore plans to lead a workshop on publishing with Ingram and how to market (*virtual meeting on Zoom*).
 - ii. Also for one hour via Zoom, Kathleen Sweeney from Book Brush will share what BB has to offer.
 - c. **September 8** – General meeting at Shoney's from 11:30 a.m. to 1:30 p.m. J.C. Schweingrouber will be the guest speaker.
 - d. **October 13** - Board meeting/Workshop at VHSBI from 12 p.m. to 3 p.m. Penny Sansevieri's topic will be "How to sell books on Amazon."
 - e. **November 10** - General meeting at Shoney's from 11:30 a.m. to 1:30 p.m. Install officers for 2021. Grab bag exchange and fellowship.
10. Golden Nib entries are due by July 10 for judging, which will be conducted via email to judges and then finalizing the first place entries to move on to the state competition at 1:30 p.m. following the July 14th General Membership Meeting at Shoney's.
11. Pre-Sale of AAG shirts. Visit the website, [Appalachian authors.com](http://Appalachianauthors.com) for details on sizes and prices, ranging from small to 4x. President Vicki suggested a possible incentive to purchase and wear the shirts:
 - a. Attend meetings, wear the shirt, and get your name put in the pot for a prize to be awarded during the final meeting (mailed to those who cannot attend). The more meetings you attend, the greater the odds of being selected.
 - b. Jahmal Potter is making the shirts for us through his company UCreate.
 - c. The pre-sale may be in October and November, with the shirts being worn in 2021.
12. President Vicki asked board members to send an email to her with workshop topics for 2021.
 - a. Some suggestions included more Internet Marketing tips, character development, content research – such as how to do so for an historical novel, and one session covering four topics: ABCs of Constructing a Preface or Foreword (which or both?) [A **preface** is a brief introduction written by the author, as opposed to a **foreword**, which is an introduction written by another person that usually comes before the **preface**]; Writing *About the Author* and the photo; and the blurbs or testimonials on the back cover.
13. The meeting was adjourned by President Vicki.