

## UPPAA Board Meeting Agenda

9-3-2020 via Zoom

To join in <https://tinyurl.com/call-uppaa>

### Action Items:

**Brandy:** -Log into WordPress and upgrade our website to the premium feature.

**Larry:** -email teachers near the end of September regrading uncashed checks

**Jen:** -research the new tag feature and let Deb know how it works

**Gretchen/Jen:** -help Deb write article for newsletter about new tag feature for books

### 1. Start RECORDING

### 2. Call meeting to order

Present: Victor, Gretchen, Deborah, Larry, Jen, Brandy, Tyler, Jan, Ann, Theresa

### 3. Approval of Previous Board Meeting minutes

Motion to approve minutes from August 2020 made by Victor, seconded by Brandy. All in favor; none opposed. Minutes approved.

### 4. Fall Conference

Victor said he needs some co-hosts scheduled. Deb asked what a co-host does. Victor said his mission is to make the speaker as comfortable as possible—the co-host would admit people into the room and take questions. Basically, virtual crowd control during the meeting.

Co-hosts are scheduled as follows (will schedule remaining dates at next meeting):

Topic	Speaker	Co-host	Date/Time
New Book or Old: Great Launch Techniques Are Dependable Career Boosters	Carolyn Howard-Johnson	Brandy	9/12 at 2PM
Romance Writing - Tips and Resources to Help You Capture Your Readers' Heart	Donna Winters	Jen	9/19 at 2PM
Writing and Researching Historical Fiction and Nonfiction	Tyler Tichelaar	Brandy	9/24 at 7 PM
Crafting the Self Published Picture Book – Unique Product, Unique Issues	Aimee Bisonette	Jen	10/1 at 7 PM
Diving into Character Development	Namoi Rawlings	?	10/8 at 7 PM
Book Publicity 101	Smith Publicity	?	10/15 at 7 PM

Self-Publishing 101	Jansina Grossman	?	10/22 at 7 PM
Memoir as a Healing Tool	T. Marie Bertineau	?	10/29 at 7 PM

**NOTE: We will skip the October 2020 Board Meeting due to all the extra activity**

Victor asked if there are any questions regarding the Fall Conference meetings—Tyler asked if he, as a speaker, should just enter the call as usual. Victor answered yes and demonstrated how to share the screen.

Larry said if any of the speakers need to be paid, someone should send Larry their address so he can mail a check.

Victor said he plans to send an email blast after each Fall Conference event with a link to the recording for the previous speaker and a reminder and link to the next conference speaker.

## **5. Fall Fiction Workshop**

Victor said we now have 6 (six) attendees, so we'll break even. He thinks the members will discover that it's a valuable class and hopefully there'll be more attendees in the future.

## **6. #ownvoices Discussion**

Victor said he wants everyone to be heard regarding the #ownvoices issue so we can come up with a proposal, which may or may not be voted on tonight. He invited Theresa to begin the discussion—Theresa responded that she wants to hear everyone's perspective. Victor asked Theresa about the genesis of #ownvoices, since she brought it up to the Board. Theresa said there's a comprehensive website for #ownvoices. She tries to adhere to #ownvoices protocol now, and when she tried to add her book to the catalog she didn't notice any other #ownvoices publications and she felt uncomfortable listing her book on there.

Victor said the book catalog is broken into categories. One idea would be to make an additional category for #ownvoices. In the spirit of empowering people, it's each author's call to make whether or not their particular book qualifies as #ownvoices. A second idea would be to allow the book catalog descriptions to contain a searchable #ownvoices tag.

Larry asked for a definition of #ownvoices. Victor looked it up: #ownvoices refers to an author from a marginalized or underrepresented group writing about their own experiences from their own perspective rather than an outside character writing about an underrepresented group.

Brandy asked if the book catalog currently has searchable tags. Jen said there are categories and the capability of tagging books within the catalog is a premium feature, which requires payment. There's also a sub-category feature, but that's also a premium feature. The single-site license costs \$57.36 for a lifetime upgrade.

Gretchen motioned to expand our book catalog to use tags and include #ownvoices as one of the tags, and that we subscribe to the premium program for a one-time fee of \$57.36 to incorporate this change into our catalog. Victor stipulated the authors must determine their own categories. UPPAA will take them at face value. Deborah seconded the motion. All in favor, none opposed. Motion carried.

### **7. U.P. Reader Chair Report: Welcome New Jurors!**

Deb said there are now three jurors: Deb, Craig, and Ann. Deb has sent all submissions to Craig and Ann so far. Currently, we have four or five submissions.

### **8. Webmaster's Report:**

Nothing new happening here until now—with our new catalog tag feature.

### **9. Treasurer's Report:**

Our only expenses for August were our \$10 for our monthly Groups IO and \$20 for renewal of our corporate license. Our income was \$1,071.39. This was all from dues except for \$181.62 from *U.P. Reader* royalties. Our two students still have not cashed their checks. Larry sent two notices without replies. It could be they do not check their school e-mail addresses during the summer. Larry is not going to send any more notices. Our finances are looking good. Last year at this time we had \$833.57

### Stats for August, 2020

\$30.00	Expenses
\$1,071.39	Revenue
\$200.00	Short Story Fund
\$0.00	Middle-Grade Short Story Fund
\$4,237.22	General Fund
\$4,437.22	Total Resources

We will owe the speakers a total of \$725. for the Fall Conference.

**10. Dandelion Cottage Report:**

Discussion regarding the uncashed checks: Larry said this is the first year we've had a problem, which may have been due to schools closing in March. Brandy suggested contacting the teachers later this month. Gretchen and Deb suggested giving a Visa gift card in the future rather than writing a check. Larry will email the teachers later this month.

**11. Membership Chair Report:**

Brandy sent final notices to people stating they'd be dropped if they didn't renew. We currently have 86 members. We usually gain most or all of our members back before the conference, but this year we're not seeing that. One person renewed twice and had to be refunded. We have 3 new members, all of whom signed up for the writing workshop as well.

**12. Newsletter Chair Report:**

Deb will wait until the end of September to do the fall newsletter so she can include some information from the Fall Conference and entice people to tune into the October speakers.

Gretchen said we should include the new "tag" feature for the book catalog, including the #ownvoices tag, in the fall newsletter. Gretchen and Jen will work with Deb to write an article.

**13. Motion to end meeting:**

Motion to adjourn meeting made by Victor, seconded by Brandy. All in favor, none opposed.