

## **AMWA Chapter 14 Officers Meeting**

### **Minutes**

**November 6, 2018**

The meeting was called to order at 2:00 PM by chapter president, Rebecca Bigelow. Seven members were present, including Rebecca Bigelow, Natalie DeWitt, Leslie Neistadt, Swarna Mandali, Heather McNeill, Joanne McAndrews, and Susan Sunderman.

#### **Webinar Update**

Swarna gave an update about the webinar to be held November 14<sup>th</sup> from 12:00 to 1:00 PM CST on "Writing Across the Media" by Carol Atkinson, PhD. A test was performed to ensure that the webinar will work properly. Slides should be finalized by Friday or Monday. Instructions for submitting questions during the webinar will be provided on the first slide. The board discussed allowing AMWA non-members to view the webinar. It was suggested to charge non-members a small fee (\$5-\$10) to view the presentation, and to use PayPal for the transaction.

#### **Events in St. Louis**

The St. Louis TechWriteSTL Freelance group will be having their next meeting on November 13, 2018, during which they will discuss the best and worst books people have read in 2018. A luncheon is planned for January 2, 2019, and the topic for discussion will be "Life and Business Design" presented by Brian Lunt. A speed networking session is planned for May. The full schedule of planned events in St. Louis can be found on our chapter website.

#### **Events in Kansas City**

Swarna reported that the second and third installments of the webinar by Carol Atkinson, PhD are being planned for 2019. They are also thinking of having a social during the holidays.

#### **Events in Nebraska**

The Nebraska group is planning on having a get-together during the next few weeks. A date has not yet been set.

#### **Events in Iowa**

Natalie reported that the Iowa group had a dinner. A total of 3 people attended. The group discussed meeting ideas and shared interests. They hope to plan meetings for after the holidays.

#### **Treasurer's update**

Leslie discussed the treasurer's report; we have \$2,645.49 in checking and \$19,803.43 in savings.

### **Chapter Advisory Council**

Leslie has taken over the Chapter Advisory Council (CAC) position and attended the CAC meeting at the national conference. During the meeting, they discussed how the CAC began, its goals, and how to continue providing adequate information to all chapters. She requested that a line item be kept on all future agendas to discuss CAC business.

### **Newsletter**

Susan will begin writing and sending out the newsletter. Joanne is planning on submitting an article.

### **New Members**

Heather reported that we have 1 new member in St. Louis, with 85 total active members.

### **Chapter Officer Meetings**

The next regular Chapter Officers Call will be Tuesday, January 8, 2019 at 2:00 pm.

### **Minutes**

The September 2018 minutes were approved.

### **Adjournment**

The meeting adjourned at 2:25 pm.

Signed,

Rebecca Bigelow, PhD

President, AMWA Chapter 14 (in absentia of Karry Smith, PhD, MPH)