

**Society of American Travel Writers
Western Chapter**

**Business Meeting
June 12, 2017, 9:00 a.m.
Hyatt Place, Charleston, SC**

Proceedings:

- Meeting called to order at 9:10 a.m. by Chair Christine Loomis.

- Operations Manual
 - Bylaws have been updated.
 - Operations Manual will now be revised and Lori Michimoto will send to Chapter Board for review.

- SATW Website
 - SATW website through National headquarters being revamped to better show more information and key documents.
 - Chapter sections are being reworked. Chapter will utilize to post key documents, allowing future Chairs to have quick access to governing documents.

- Chapter Writing Awards
 - University of Missouri School of Journalism handled judging last year and this year.
 - Judge provided suggestions that categories be more content versus platform driven.
 - C. Loomis will discuss with the Board to come up with categories that are more in line with how people really producing work these days.
 - C. Loomis requested members contact her with suggestions and ideas.

- Finances
 - Chapter in good shape.
 - Board working on ideas of how to use interest earned for the benefit of the Chapter. One idea is supporting the Photo Shootout since meeting hosts have not been willing to pay. However, the biggest challenge is finding someone to chair.
 - C. Loomis wants a Sponsorship Chair for every meeting. DCI came forward as a sponsor for this meeting through Kimberly Miller and their connection to Charleston.

- Chapter Meeting Sites
 - Nothing locked in for next year.
 - Interest received from Phoenix, Huntington Place and Vancouver for 2020.
 - Most Chapter's meeting sites get done much earlier.

- Operating Budget
 - Erik Elvejord reported Charles Schwab account has seen a gain the last couple of years.

- Last year, Checking account was \$3,913 after the meeting. Projecting \$3,657 after this meeting.
 - The goal is to keep Checking around \$3,000-4,000.
 - No big expenses foreseen until the next meeting.
 - Carol Waller posed a question about the Chapter's annual operating budget. E. Elvejord responded that it is \$5,000-10,000 depending on meeting and host.
 - Western Chapter is the most well off of all SATW Chapters.
 - Member questioned whether any Chapters struggling, and C. Loomis answered Editors Council.
 - Member questioned why we no longer receive funds from Society budget because we used to get some from dues. David Swanson said it is likely due to operating deficit.
 - Member questioned if this has caused the Chapter a hardship. E. Elvejord responded that we have been able to absorb not getting those funds.
 - C. Loomis reported that we are looking at possibility of Society Opportunity Funds to support Chapter Photo Shootouts.
- Society Elections
 - Paul Lasley introduced 90 second video from President candidate Elizabeth Harryman. Member discussion followed about Convention costs, Kellan and the benefits of a professional management company, E. Harryman's priorities.
 - President Candidate D. Swanson addressed Chapter. Member discussion followed about time commitment of President position, size and future of Chapters, streamlining future meetings, costs of Conventions.
 - Motion made by D. Swanson, second by Deborah Wakefield to adjourn at 9:57 a.m. Motion carried.

*Minutes submitted by Secretary Lori Michimoto, June 12, 2017
 Approved by Chair Christine Loomis,*