  

SAVING HISTORY ONE STORY AT A TIME

***Board of Directors Meeting Agenda for December 6th @ 12 PM EST***

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| **Agenda Item** | **Speaking** |
| **Call to Order – Roll Call**  | **Ruth Crocker**  |
| **Minutes from the Last Meeting** | **Ruth Crocker** |
| **Treasurers Report** | **Hugh Simpson** |
| **Old Business** |  |
| **New Business – Social Media & Dispatches** | **Gary Zelinski** |
| **Buckaroo Auction** | **Valerie Ormond** |
| **Honorary Memberships** | **jim greenwald** |
| **Special Award Plaques** | **jim greenwald** |
| **Vote on Reimbursement Wording Changes** | **jim greenwald**  |
| **Board Meetings 2024; noon except for Conference: 3/6, 6/5, 9/26, and 12/11**  | **jim greenwald** |
| **San Diego Status/Update** | **jim greenwald** |
| **Discussion on a Photographer for San Diego** | **Valerie Ormond** |

**Up for a VOTE: [Vote Yes, No, or Leave as is]

1) The MWSA Reimbursement Schedule/Policy – It does not contain additions
 just wording changes for clarification.**

 **2) Deals with special awards in that should they all should be engraved crystal
 type awards, President’s Award, and Mike Mullins Memorial Writer of the
 Year.**

**3) Honorary Membership is a permanent honor. Lasts until the person is no
 longer involved/interested in volunteering with MWSA.**

**4) An update to our bylaws is in progress and hopefully a review and vote
 will take place by January. The committee is composed of Jim Tritten,
 Bob Doerr, and jim greenwald. Bob has incorporated ideas/suggestions.**

**5) Deals with clarification of Special Awards especially the Mike Mullins
 Memorial Writer of the Year Award.

MWSA Reimbursement Schedule/Policies - [Changes in RED]**

 **The following sets forth MWSA policy for reimbursement and the account it is charged against:

 A. One night’s cost of the hotel room during our annual membership conference for the President, V. President, Treasurer, Secretary, the four At-Large Directors, and the immediate Past President who attend the Board Meeting at the Conference. (Charged against our Operations Account)**

 **B. One night’s cost of the hotel room during our annual membership conference for a member of the Program Committee who is required to be at the conference a night early to manage/prepare the location for the event. In our Thursday to Sunday conference this would be Wednesday night. (Charged against our Operations Account) < was charged to Conference**

 **C. One night’s cost of hotel room for any required instructors/presenters participating in a “Write Your Story” (WYS) Class if one is locally held before or after the conference. Required staff includes the President, WYS Chair, two presenters (if the Outreach Chair is attending and presenting), if not then three presenters. The number of presenters can be up to five if the program being presented requires it, + Tech Support if needed. (Charged against our Operations Account)

 D. Up to two nights’ cost of a hotel room for any instructor/presenter who participates with an Outreach approved WYS Class conducted at a different location more than 50 miles from home and time than our conference. Hotel used needs to be coordinated during the planning stage for the WYS Class and be approved by the Outreach Chair. The required personnel would include the WYS Class Leader, and for a half-day class one additional presenter/instructor, for an all-day class two additional presenters/instructors. (Charged against our Operations Account)

 E. Mileage will be reimbursed for MWSA businessand regional WYS and or Outreach events at current government per diem rate, expense to be approved by the Executive Committee). Ride sharing to an event is encouraged. (Charged against our Operations Account)**

 **F. Up to two Awards Directors receive up to three night’s hotel paid by
transferring funds from the Awards Account to the Operations Account.

 G. Up to two Awards Directors receive their Conference Fees Paid by transferring funds from the Awards Account to the Program Account.**

**[F & G are clarifications of the process]**

 **H. Any costs for printing and or postage of any materials needed for any approved MWSA activity. (Charged against our Operations Account)**

 **I. Conference fee and two night’s hotel cost for the MWSA Founder, when he attends a conference. (Charged against our Operations Account)**

 **J. Conference hotel parking fees for members required to use their vehicle to bring supplies, etc. to the conference. (Charged against our Operations Account)**

 **K. Any of the above can be amended or modified for a single exception or as a permanent change by a majority vote of the Executive Committee of the Board of Directors.**

 **L. The President will compile a list of the reimbursable attendees, nights accumulated (for WYS, Conference Program, and Awards) within five days of the end of the conference and forward to the Treasurer to distribute reimbursement checks to the attendees.**

**5) Clarification/wording of the MMAOY Award**

+ Definitions

1. **The Committee shall consider all forms of writing—fiction, non-fiction, and poetry.**
2. **The author’s work displays respect for the military and military family understandings, abilities, and appreciations.**
3. **“Distinguished” contributions are defined as:**
	* **Marked by eminence and distinction; noted for significant achievement.**
	* **Marked by excellence in quality.**
	* **Individually distinct.**
4. **“Writer/Author” may include co-writers and co-authors.**

+ Criteria

1. **Candidate should have a “significant body of work.” This requires a minimum of four books, articles, or works in publication, and must include award/recognition at a minimum from MWSA.**
2. **Current dues paying member and actively involved with MWSA.**