Minutes of the AGT meeting on August 4, 2022

The Authors Guild of Tennessee held their monthly meeting at Faith Lutheran Church in Farragut. The social time and library book exchange began at 10:30 a.m. The official business meeting began at 11:00.

M**embers present**:

Bobbi Chapman, Bill Barbour, Linda Fitzpatrick, Randy Carpenter, Art Stewart, Morris Hudgins, Sam Bledsoe, Sonja DuBois, Kaye George, Linda Best, Curt Young, Deana Charcalla, Patricia Crumpler, and Cheryl Peyton.

**Speaker: AGT member Bobbi Chapman** was introduced by Cheryl**.**

Bobbi had passed out a form titled “Marketing Goals,” that she suggested everyone take home and fill out with the number of books they hoped to sell in a month, followed by the clubs, groups, and organizations where they could sell them by offering to be a speaker or presenter. Some proposed groups are: church, police and fire depts., senior centers, museums, and special-interest groups, to name a few. Bobbi will email this form to the total membership.

Her next topic was on selling at a fair or festival. She had set up a display to fill a 6’ table, displaying books on a collapsible rack (from Displays 2 Go), and a smaller plexiglass rack. Next to the table were a 7’ retractable pull-up poster on a floor stand, and a 2’ printed poster of a book cover she had done at UPS. She suggested covering your table with a black cloth and having a folding chair to sit on. For transporting books, she recommended a folding cart that’s available at Amazon for $70. For taking in sales, she brings $100 in cash in a soft pouch along with a square reader for charge sales. She has recently purchased an upgraded reader that’s easier for inserting cards. She advised that one practice taking charge sale before attending the festival. Have bookmarks, business cards, and printed postcards handy.

**Protocols at Fairs and Festival:**

Dress neatly to look professional.

Smile often.

Stand when a customer approaches, and make an opening remark, like “I’m the author of these books and the others here are the authors of theirs.”

Never interrupt a conversation another member is having with a customer.

Selling books on the road, she has contacted Visitor Centers in cities where she’ll be visiting, and they welcome her to display and sell books that are related to the area.

**Business Meeting**

July minutes: Minutes of the July meeting have been approved online.

Treasurer’s report: – Cheryl for Russ

Balance as of July 1 was $1,611.72. Balance as of July 31 was $1,526.87. Total amount of outstanding checks is $44.00. Expenses in July: $126.91 for festival spaces, $17.50 to Dii Graphics, and $19.14 in author payments.

**Committee Heads reports:**

 **Marketing**: Art Stewart reported on the writing contest, referring to the minutes of the July 25, 2022 meeting between the Lenoir City Schools Writing Project Staff and AGT representatives. In both the first and second semester, there will be a contest for high schoolers focusing on historical fiction. Papers shall be 500-2,000 words in length. Awards will be $50 to the winner, and engraved plaques for 2nd and 3rd place contestants. Art expects that there will be donations to go towards the $210 -$270 expense.

 The middle school will have their writing contest during the 2nd semester.

 Art advised that volunteers are needed from AGT to either make a presentation on a writing topic or to mentor kids who want to go on to submit work to state and national contests

 **Vetting/Membership:** Bobbi introduced two new members: Dr. Linda Best, who teaches writing memoirs at Roane State College, and Deana Charcalla who has her own publishing company named Deana Bean. Two new members not present: Sylvia Hardie and Barb Dunn.

 **Fairs, Festivals, and signings:**

Horse Haven -- Bobbi advised that there’s possibly a space open for one more member at this outdoor event on October 8. Our authors did especially well at this event last year. Let her know if you’re interested.

Southern Charm & Sweet Tea – Cheryl reported that there’s room for one more participant for this indoor event on Sept. 24 at the Venue in Lenoir City. Cost: $18 pp.

###  **Adjournment:** Meeting adjourned at 12:10 p.m. Next meeting scheduled for Sept 1 at 10:30 at Faith Lutheran Church.

Respectfully submitted,

Cheryl Peyton, Secretary Pro tem

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