



San Francisco Science Fiction Conventions, Inc.

A California Non-Profit Corporation recognized under IRC §501(c)(3)

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Regular Meeting of Board of Directors Minutes

Saturday, March 21, 2015, Sunnyvale, California

1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, March 21, 2015, in the home of Cindy Scott, 969 Asilomar Terr #6, Sunnyvale CA 94086-2438. The meeting was called to order at 11:11 AM, President David Gallaher presiding and Secretary Kevin Standlee recording. Members present (*by telephone †*ex officio* non-voting director ‡director emeritus): David W. Clark, Kathryn Duval†, David Gallaher, Glenn Glazer, Lisa Deutsch Harrigan, Cheryl Morgan*, Kevin Roche*, Cindy Scott, Randy Smith (arrived 11:31), Spike, Kevin Standlee, Andy Trembley*, Jennifer “Radar” Wylie†. Members absent: Dawn Plaskon†, Sandra Childress (Proxy to Cindy Scott), Tom Whitmore‡.

2. Previous Minutes

The minutes of the November 22, 2014 Regular Meeting and of the November 22, 2014 Officer-Election Meeting were approved as distributed by unanimous consent.

3. Officer Reports

3.1. President

The President had no report at this time.

3.2. Treasurer

Treasurer Lisa Deutsch Harrigan reported. All required state and federal filings are up to date. She will file our required biennial officer statement with the Secretary of State.

3.2.1. Financial Statements

The Treasurer distributed paper copies of General Fund reports (see Appendices A-B) and discussed them in detail. Our current “unconstrained” balance (not earmarked for a specific fund) is approximately \$6,000.

The Treasurer also distributed a separate report (see Appendix G) detailing the distribution of funds of Westercon 66 and San Jose in 2018 within the General Fund. Inasmuch as the corporation discharged the Westercon 66 committee at the last regular meeting, the Westercon 66 funds will be transferred to the General Fund when the Treasurer has the time to do so, and the Westercon 66 fund will be closed.

3.3 Secretary

The corporate web site is up to date. If you see something out of date, contact the Secretary.

4. Standing Committee Reports

4.1. London in 2014 Committee

Spike and Kathryn Duval (Loncon 3 agent) reported. (See Appendix C for full report.)

4.2. SJ2018 Worldcon Bid Committee

At 11:40 AM, the meeting went into Committee of the Whole, Vice President David W. Clark presiding, to discuss the San Jose in 2018 Worldcon Bid Committee. At 12:12, the Committee of the Whole rose and reported:

- We received a financial report from the bid committee. (See Appendices D-E)
- We received a written report from the San Jose in 2018 Worldcon Bid Committee. (See Appendix F)

4.3. CostumeCon 2020 Committee

Radar reported. Toronto won the 2017 CostumeCon that will be selecting the 2020 CostumeCon. The bid intends to file its bidding paperwork soon so it can be “on the table” at the 2015 CostumeCon in Charleston. The bid is recruiting people for various positions. The committee projects an attendance in the 600-700 range.

5. Special Committee Reports

5.1. SMOFCon Scholarship Committee

The SMOFCon Scholarship Committee was continued by unanimous consent. The Committee was directed to study proposals and prepare recommendations for restarting the scholarship series.

The meeting recessed at 12:30 PM and reconvened at 12:50 PM.

6. Unfinished Business

6.1. Hugo Bases

Mr. Clark reported regarding the known decay in the 1993 Hugo Award bases. We’ve looked at this matter, and we have received no requests to try and replace or refurbish the 1993 trophies. We therefore are taking no action.

7. New Business

7.1. Future Strategic Development

At 12:55, the meeting went into Committee of the Whole, David W. Clark presiding, to discuss future strategic decisions for the corporation. At 2:00 PM, the Committee of the Whole rose and reported:

- We anticipate creating a 2018 Worldcon Operating Committee by the July Board meeting, and naming its leadership at the time we create the committee.
- Obviously, if we lose the bid, we would dissolve this committee; however, we want to have an initial operating structure in place on Day 1 if we do win.
- The COTW moves the following motion

Motion 2015-01: Worldcon Leadership Recommendation Committee

Moved, To create a Worldcon Leadership Recommendation Committee to consider proposals and nominations for the leadership of a potential 2018 Worldcon Operating Committee;

Moved, To solicit opinions and recommendations from members of the Board and from other persons;

Moved, To instruct the Committee to submit a report to the Board of any recommendations regarding the leadership of the 2018 Worldcon Operating Committee that it may wish to make by June 1, 2015.

Motion 2015-01 was adopted by unanimous consent. The President appointed David W. Clark (chair), Kevin Standlee, and Tom Whitmore as the members of the Worldcon Leadership Recommendation Committee.

8. Announcements/Future Meetings

8.1. 2015 Meetings

Future meeting dates for 2015 are as follows:

- July 18, 2015: Cindy Scott's home [Fill in details here]
- November 2015: This meeting date is still under consideration

9. Adjournment

By unanimous consent, the meeting adjourned at 2:06 PM.

Kevin Standlee
Secretary

[Approved April 2, 2015 by unanimous consent without meeting]

Appendix A: SFSFC General Fund, Profit & Loss, Fiscal Year to Date, March 20, 2015

	<u>Corporate</u>	<u>LC3</u>	<u>SJ2018</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
Convention Income				
San Jose in 2018 Bid				
Donations	0.00	0.00	350.92	350.92
Pre-Oppose	0.00	0.00	40.00	40.00
Pre-Support	0.00	0.00	5,657.21	5,657.21
Total San Jose in 2018 Bid	0.00	0.00	6,048.13	6,048.13
London in 2014	0.00	17,359.56	0.00	17,359.56
Total Convention Income	0.00	17,359.56	6,048.13	23,407.69
Gift Received	100.00	0.00	0.00	100.00
Interest Income	0.00	1.91	0.00	1.91
Total Income	100.00	17,361.47	6,048.13	23,509.60
Gross Profit	100.00	17,361.47	6,048.13	23,509.60
Expense				
Charity	100.00	0.00	0.00	100.00
Conventions				
San Jose in 2018				
SJin2018 Expense-See Sub Report	0.00	0.00	1,748.27	1,748.27
Total San Jose in 2018	0.00	0.00	1,748.27	1,748.27
London in 2014				
Publicity Expenses	0.00	12,078.32	0.00	12,078.32
Total London in 2014	0.00	12,078.32	0.00	12,078.32
Total Conventions	0.00	12,078.32	1,748.27	13,826.59
Credit Card Transaction Fees	95.40	0.00	0.00	95.40
Internet	507.05	0.00	0.00	507.05
Interest Expense	48.65	0.00	0.00	48.65
Miscellaneous	70.00	0.00	0.00	70.00
Postage	80.00	0.00	0.00	80.00
Storage Unit	1,116.00	0.00	0.00	1,116.00
Tax				
State	25.00	0.00	0.00	25.00

Total Tax	<u>25.00</u>	<u>0.00</u>	<u>0.00</u>	<u>25.00</u>
Total Expense	<u>2,042.10</u>	<u>12,078.32</u>	<u>1,748.27</u>	<u>15,868.69</u>
Net Ordinary Income	<u>-1,942.10</u>	<u>5,283.15</u>	<u>4,299.86</u>	<u>7,640.91</u>
Net Income	<u>-1,942.10</u>	<u>5,283.15</u>	<u>4,299.86</u>	<u>7,640.91</u>

Appendix B: SFSFC General Fund, Balance Sheet, March 20, 2015

Note: "Corporate Money" accounts are unrestricted general funds. All other asset funds are restricted to specific committees or are (like PayPal) holding accounts for money moving from fund to fund.

	<u>Mar 21, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
Corporate Money	
Main Checking	27,849.94
CD #1	3,829.40
Construction Checking	<u>100.00</u>
Total Corporate Money	31,779.34
PayPal	1,680.65
Westercon 66 Checking	6,099.85
London in 2014	<u>5,281.24</u>
Total Checking/Savings	44,841.08
Accounts Receivable	
Accounts Receivable	<u>422.50</u>
Total Accounts Receivable	422.50
Other Current Assets	
SFSFC Petty Cash Fund	218.57
WC66 Petty Cash/Cash Box	<u>135.05</u>
Total Other Current Assets	<u>353.62</u>
Total Current Assets	<u>45,617.20</u>
TOTAL ASSETS	<u><u>45,617.20</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
SJ in 2018 - In Corp Money Acct	<u>4,051.03</u>
Total Other Current Liabilities	<u>4,051.03</u>
Total Current Liabilities	<u>4,051.03</u>
Total Liabilities	4,051.03

Equity	
Temp. Restricted Net Assets	25,000.00
Adjusted Earnings	386.22
Retained Earnings	8,539.04
Net Income	<u>7,640.91</u>
Total Equity	<u>41,566.17</u>
TOTAL LIABILITIES & EQUITY	<u><u>45,617.20</u></u>

Appendix C: London 2014 Report, March 21, 2015

Summary:

It is now six months after Loncon 3 was successfully held.

All outstanding bills from creditors have been paid and we are confident we will be able to cover all legally required additional spending. However, since the additional spending is not a fixed cost, we may not know the final available balance until Sasquan at the earliest.

Financial Summary:

\$5281.24 funds in the U.S. checking account as of February 28, 2015.

Status of Souvenir Book Printing:

Due to uncertainties in the budget due to unanticipated debtors and duties in UK law, the plans were delayed for printing and mailing souvenir books to supporting and absent members in North America.

As an interim measure, we are making available an electronic version of the Souvenir Book for members who have not yet received a copy. We will be emailing these members a link for downloading the Souvenir Book along with other items of interest. We hope that this will decrease the demand for a paper copy of the book.

Submitted 21 March 2015
Kathryn Duval / Spike
c/o London in 2014
530 Showers Drive Suite 7 #110
Mountain View, CA 94040

Appendix D: San Jose in 2018 Worldcon Bid Committee, Profit & Loss, Lifetime to Date, March 20, 2015

	<u>Mar 20, 15</u>
Income	
4100000 - Bid Income	
4110000 - Pre Supporting	
4110100 - Regular	1,200.00
4110200 - Early Adaptor - Friend of Bid	3,870.00
4110300 - Venture Capitalist	<u>1,590.00</u>
Total 4110000 - Pre Supporting	6,660.00
4120000 - Pre Opposing	
4120100 - Regular	<u>40.00</u>
Total 4120000 - Pre Opposing	40.00
4170000 - Donations and Grants	
4170100 - General Donations	220.72
4170101 - Reg Fee Payment	181.05
4170199 - Kevin Roche Amex Card	10.65
4170200 - San Jose City Grant	<u>25,000.00</u>
Total 4170000 - Donations and Grants	<u>25,412.42</u>
Total 4100000 - Bid Income	<u>32,112.42</u>
Total Income	<u>32,112.42</u>
Gross Profit	32,112.42
Expense	
6100000 - Bid Expense	
6101000 - Adverting & Parties	
6101010 - Ads in Other Program Books	460.00
6101040 - Bid Table Decorations	231.98
6101050 - Party Room	282.93
6101060 - Party Supplies	111.98
6101070 - Tips and Misc Party Expenses	<u>79.42</u>
Total 6101000 - Adverting & Parties	1,166.31
6102000 - General Bid Expenses	
6102010 - RegOnline Fees	355.00
6102020 - Credit Card & Paypal Fees	
6102021 - Reg Credit Card Fees	192.63
6102022 - Square Fees	7.98

6102023 - Paypal Fees	<u>37.56</u>
Total 6102020 - Credit Card & Paypal Fees	238.17
6102030 - Treasury Expenses	<u>81.35</u>
Total 6102000 - General Bid Expenses	<u>674.52</u>
Total 6100000 - Bid Expense	<u>1,840.83</u>
Total Expense	<u>1,840.83</u>
Net Income	<u><u>30,271.59</u></u>

Appendix E: San Jose in 2018 Worldcon Bid Committee, Balance Sheet, March 21, 2015

	<u>Mar 21, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
11000 · Corporate Bank Accounts	
11100 · Westercon 66 Account	2,618.67
11200 · Paypal	1,189.24
11300 · SFSFC Bank Account	<u>25,243.12</u>
Total 11000 · Corporate Bank Accounts	29,051.03
12000 · Cash on hand	
12100 · Sales Table Cash	<u>165.00</u>
Total 12000 · Cash on hand	<u>165.00</u>
Total Checking/Savings	29,216.03
Accounts Receivable	
13000 · Accounts Receivable	<u>200.00</u>
Total Accounts Receivable	200.00
Other Current Assets	
14500 · Undeposited Funds	<u>855.56</u>
Total Other Current Assets	<u>855.56</u>
Total Current Assets	<u>30,271.59</u>
TOTAL ASSETS	<u>30,271.59</u>
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	25,000.00
Net Income	<u>5,271.59</u>
Total Equity	<u>30,271.59</u>
TOTAL LIABILITIES & EQUITY	<u>30,271.59</u>

Appendix F: San Jose in 2018 Report

Registrations: 102. 52 pre-support, 1 pre-oppose, 44 friend of bid, 5 VC, \$6934.62 total receipts

Staff changes: Dawn Plaskon has resigned from the bid committee, citing an increase in work duties. Rina Weisman has resigned from the bid committee, citing changes in her priorities. I'm disappointed, but understand their reasons.

Brad Lyau has joined the committee, and we're trying to figure out how to take advantage of his professional skills as an election consultant.

We haven't done much to effect the transition of treasurer duties from Lisa to Cindy.

Recruiting: We have a few prospective committee members for some key positions, but they need to fulfill some other commitments before they can join.

Additional recruitment is hampered by the 4-way race for 2017. We should have more success after the vote.

Recent activity: Party at Further Confusion. More important, though, was the networking with the Anthropomorphic Arts & Entertainments board and GaymerX/Midboss, who are also using the SJ Marriott and McEnery.

Plans: Major presence for Westercon and Sasquan. Looking for party hosts for BayCon and Wiscon. Write to appearances@sjin2018.org or parties@sjin2018.org to volunteer to help run or to suggest where the bid should attend.

Appendix G: Westercon 66 / San Jose in 2018 / Corporate Reconciliation Report, March 20, 2015

	Corp	WC66	Sjin2018		Total
Main Checking	2,606.82		25,243.12		27,849.94
WC66 Checking		3,481.18	2,618.67		6,099.85
Paypal		491.41	1,189.24		1,680.65
Transfer to Corp	Paypal	491.41			
Transfer to Corp	WC66 Check	3,481.18			
	Main Check	(243.12)			
		3,238.06			
			29,051.03		
			(25,000.00)		
			4,051.03		