

San Francisco Science Fiction Conventions, Inc.

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

☒ PO Box 61363 ❖ Sunnyvale CA 94088-1363 ❖ USA

☒ info@sfsfc.org ❖ <http://www.sfsfc.org>

Regular Meeting of Board of Directors Minutes

Saturday, July 15, 2017, Sunnyvale, California

1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, July 15, 2017, in the home of Cindy Scott, 969 Asilomar Terrace #6, Sunnyvale CA 94086-2438. The meeting was called to order at 11:10 AM Pacific Daylight Time, President David Gallaher presiding and Secretary Kevin Standlee recording. Members present (*by telephone ‡director emeritus): David W. Clark, David Gallaher, Bruce Farr, Lisa Deutsch Harrigan, Cheryl Morgan* (arrived 11:25 AM), Kevin Roche, Cindy Scott, Randy Smith, Kevin Standlee, Andy Trembley, Tom Whitmore‡* (left 12:30 PM), Jennifer “Radar” Wylie. Members absent: Sandra Childress. Others present: None. Proxies: Sandra Childress to Cindy Scott.

2. Previous Minutes

The minutes of the March 18, 2017 Regular Meeting were previously approved as distributed by unanimous consent via the Board e-mail list.

3. Officer Reports

3.1. President

No report at this time.

3.2. Treasurer

Treasurer Lisa Deutsch Harrigan reported, having submitted written reports (attached to minutes).

2016-17 filings will be published before the August 15, 2017 deadline.

Ms. Scott reported on plans to close out the corporate storage locker. One-third done, goal to have it all out by end of August.

3.2.1. Financial Statements

The Treasurer distributed copies of General Fund financial statements (attached to minutes) in advance of the meeting. The corporate-only statements do not always exactly reflect reports from individual committees due to report timing.

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 If you see something out of date, contact the Secretary.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. 2018 Worldcon Operating Committee

At 11:16 AM the meeting went into Committee of the Whole, Vice President David W. Clark presiding, to discuss the 2018 Worldcon Operating Committee. At 12:25 PM the Committee of the Whole rose and reported:

- The Worldcon committee submitted a written report and financial statements for the Worldcon Operating Committee (all statements are attached to these minutes).
- A draft report to WSFS was circulated to the Board before the meeting and will be submitted to WSFS shortly. Reports to WSFS are on a “lifetime to date of report” basis.
- We currently have 2183 members of all types. (Registration report includes certain non-membership types like “Cancellations” (used for certain administrative changes) and pre-supporting members of the bid.)
- Next membership rate increase (to \$210 attending) will be after Worldcon 75. (Most classes go up \$15-20).
- We have opened a separate Worldcon 76 Art Show checking account. Art Show funds will not be comingled with the general Worldcon 76 funds, although they will be reported in our convention financial reports. Elayne Pelz, is running the Art Show. Lisa Hertel is on Elayne’s staff as a deputy. There was discussion of how quickly the Art Show sales can be settled.
- We have about \$257K of assets.
- Hotel room block will not open until sometime in late 2017; the specific date has not yet been determined.
- Masquerade is Saturday night. Hugo Awards Ceremony is Sunday. Convention runs Thursday-Monday.
- A revamp of the convention web site is being implemented and will be complete before this year’s Worldcon.
- PR1 expected to be published shortly after this year’s Worldcon.

The meeting recessed at 12:26 PM and reconvened at 12:44 PM.

4.2. CostumeCon 2021 Committee

Radar reported. After looking at other events of coming local conventions and other CostumeCons, the theme will be “Things that Go Bump in the Night.” Current plan is to use the Marriott San Jose as the headquarters hotel, although nothing is signed yet and we continue to explore our options. Radar discussed domain names and web site hosting issues and costs. On a motion by Mr. Standlee, the Board authorized by unanimous consent not more than \$100 for domain and web related costs.

We need a bank account. Without objection, the Treasurer was authorized to repurpose the ConStruction bank account and to spend appropriate funds for DBAs and bank-related costs to do so.

The election to select the site will be in 2018 in San Diego. We are currently running unopposed. We have filed the bid with CostumeCon’s owner are “good to go.”

4.3. SMOFCon 2018 Committee

Bruce Farr reported, and submitted a written cost prior to the meeting. (See Appendix A.) Not a lot to update since our initial report. Web site is under development. The committee will need to set up a bank account, and will work with the Treasurer and staff to do so.

4.2. New Zealand 2020 Committee

Randy Smith reported and submitted a written report in advance of the meeting (see Appendix B).

In general, the Board saw no difficulty with temporarily advancing the committee funds sufficient to open a bank account. When the committee has a better idea of how much they might need, we will revisit the issue.

COTW 1:04 PM and rose at 1:11 PM with no report.

5. New Business

There was no new business.

6. Announcements/Future Meetings

6.1. 2017 Meetings

Future meeting dates for 2017 are as follows (Note date change from previously announced default):

- Saturday, November 11, 2017, 11 AM PT, Cindy Scott's residence

As usual, these dates are subject to change as needed.

7. Adjournment

By unanimous consent, the meeting adjourned at 1:16 PM.

Kevin Standlee
Secretary

[Approved: October 28, 2017]

Appendix A: Report of SMOFCon 2018 Committee, July 15, 2017

1. We've confirmed our space with the hotel (the Flamingo in Santa Rosa) and the December, 2017 decision date.
2. Joyce Lloyd has agreed to be Webmaster for our bid/convention and Bruce Farr will start work with her around August 1, 2017 to develop the website in time for the 2017 SMOFCon. Joyce was the Webmaster for the recent L.A. SMOFCon.

Next Steps

Develop web site and have up and running prior to vote

Add to Committee if needed

Prepare for Fannish Inquisition and vote

Respectfully Submitted,

Bruce Farr

Chair, 2018 Wine Country SMOFCon Bid

Appendix B: Report of New Zealand 2020 Agent Committee, July 15, 2017

1. I have obtained the paperwork for filing a Fictitious Business Name Statement from the Santa Clara County Clerk-Recorder's office.
2. I have met with Andrew Liou, Sales and Service Manager at New Republic Bank in Palo Alto regarding the opening of a checking account. He has supplied me with the necessary paperwork and has given me a list of documents the bank will need to complete the application.
3. I have asked the Chair of the New Zealand in 2020 Bid Committee about what "Fictitious Business Names" the committee would find to be the most useful. I have also asked him about where/how I am to receive money for opening the bank account. I have yet to receive a reply.

Next Steps

I need to hear from the Bid Committee on the above matters, then proceed to complete the paperwork.

I also need to obtain a key to the SFSFC mailbox so that I can pick up any mail that comes for New Zealand in 2020.

After the County paperwork is submitted, I will need to buy an ad in a newspaper to publish the dba information. I plan to use the Palo Alto Weekly for this purpose.

Respectfully Submitted,

Randy Smith

Chair, New Zealand Agent Committee

San Francisco Science Fiction Conventions, Inc.
Profit & Loss - Corporate Only
April 2016 through March 2017

	<u>Apr '16 - Mar 17</u>
Ordinary Income/Expense	
Income	
Interest Income	1.28
Investment Income	63.00
	<hr/>
Total Income	64.28
	<hr/>
Gross Profit	64.28
Expense	
Charity	250.00
Convention Development	
Smofcon 2018	400.00
	<hr/>
Total Convention Development	400.00
Internet	100.21
Postage	86.00
Storage Unit	1,326.17
Tax	
State	10.00
	<hr/>
Total Tax	10.00
	<hr/>
Total Expense	2,172.38
	<hr/>
Net Ordinary Income	-2,108.10
	<hr/>
Net Income	<u><u>-2,108.10</u></u>

San Francisco Science Fiction Conventions, Inc.
Balance Sheet
As of July 14, 2017

	<u>Jul 14, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Corporate Money	
Main Checking	3,772.80
CD #1	3,833.21
Construction Checking	100.00
Total Corporate Money	<u>7,706.01</u>
PayPal - Worldcon 76 Only	8,953.71
Worldcon 76 CD	25,011.16
Worldcon 76 Checking	9,170.54
Total Checking/Savings	<u>50,841.42</u>
Accounts Receivable	
Accounts Receivable	200.00
Total Accounts Receivable	<u>200.00</u>
Other Current Assets	
SJin2018 Cash Fund	288.55
SFSFC Petty Cash Fund	272.76
Undeposited Funds	944.88
Total Other Current Assets	<u>1,506.19</u>
Total Current Assets	<u>52,547.61</u>
TOTAL ASSETS	<u>52,547.61</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
SJ in 2018 - In Corp Money Acct	4,554.51
Total Other Current Liabilities	<u>4,554.51</u>
Total Current Liabilities	<u>4,554.51</u>
Total Liabilities	4,554.51
Equity	
Temp. Restricted Net Assets	25,000.00
Adjusted Earnings	-394.80
Retained Earnings	23,387.90
Total Equity	<u>47,993.10</u>
TOTAL LIABILITIES & EQUITY	<u>52,547.61</u>

Staffing: continue to grow, currently 118 members, expect surge post Helsinki

All DH positions filled except MarCom

New DHs: Publications: Chris Castro

Operations: Kathy Bond

(Logistics AH: Diane Osborne)

Aside: new Orgchart software online, almost ready to publish

Publications: New flyer (brochure) and website to debut at Helsinki

PR1: September, with hotel information

First on-site DH meeting held June 16-18.

Team is running full-speed ahead designing for the space now they have seen it

Facilities:

All hotel contracts signed, Party hotel will be Fairmont

San Jose Marriott : \$139

Hilton San Jose: \$149

Hyatt Place \$ 189

Westin St Clair \$179

Fairmont San Jose \$199

AC Marriott \$179

CC discount maintained with reduced # of room nights (6000); CC contract still being negotiated, especially with respect to some union clauses re: broadcasting.

Investigating cooperation with local venues (Tech, etc) for First Night (Tammy Coxen AH).

Literary beers at *Uproar* brewpub? SF Shorts filmfest at Camera 3 (just contracted by Retrodome)?

Guests:

Two more Guests of Honor: Artist, Music.

Names embargoed in print until Helsinki Closing

Appearances and outreach: Costume-Con, Baycon, Balticon, Westercon, NASFIC, Convergence...flyers and ads at many others

Helsinki Worldcon:

Hugo Losers Party: Andy Trembley is lead

in cooperation with GRRM at a steampunk bar.

Came to agreement on guest list

Nominee gifts are about to be ordered

Worldcon 76 Party: Yvette Keller is lead

Party info from Helsinki was very late

Applied for space in Messukeskus Wintergarden for Thursday night (Aug 10)

Details still firming up -- will send people to bar for drinks

Fan Table: Space reserved, printed materiel to be printed and shipped locally

Exhibit: Designed with Rebecca Hewett/JC Arkham. Using same print company to print display banners to hang in space, plan two picoprojectors with slide shows

Closing Ceremonies:

video in production now, sound by UnWoman (lyrics by yours truly)

Staff shirts, name badges for unified appearance

Announcement of two new GOHs



Other upcoming appearances/outreach

Armadillocon, Convolution, Loscon,


Event Snapshot List for Worldcon 76 in San José: The 76th World Science Fiction Convention (#1580104)
Active


Report Date: Saturday, July 15, 2017


Location: San Jose


Overall Statistics	Total	% of Total	Limit	% of Limit	Revenue
Registrations	1,801	100%			\$207,785.72
Cancellations	64				
Type Breakdown 					
	Total	% of Total	Limit	% of Limit	Revenue
Supporting	105	6%			\$5,515.90
Attending Adult	634	35%			\$107,348.70
Attending Adult Comp	3	0%			\$0.00
Attending Adult Staff	3	0%			\$793.55
Attending Adult - Active Duty Military and First Responders	7	0%			\$547.10
Attending Young Adult - Age 15-21	14	1%			\$90.00
Child Attending - Age 6-14	23	1%			\$63.55
Kid in Tow -- Under 6	8	0%			\$0.00
Supporting -- Voted in Site Selection	108	6%			\$202.30
Supporting -- Conversion from Friend of Bid	0	0%			\$0.00
Attending Adult - Upgrade from Supporting	5	0%			\$1,083.55
Attending Adult - Upgrade from Voter Supporting	402	22%			\$45,573.20
Attending Young Adult - Upgrade from Voter Supporting	4	0%			\$43.55
Attending Young Adult - Upgrade from Supporting	1	0%			\$0.00
Attending Active Duty/1st Responder - Upgrade from Voter Supporting	0	0%			\$0.00
Child Attending - Upgrade from Voter supporting	1	0%			\$0.00
Attending Adult -- Upgrade from Presupport, did not vote	48	3%			\$7,478.10
Attending Adult -- Upgrade from Presupport (voted)	138	8%			\$14,749.10
Attending Young Adult - Upgrade from Presupport (Voted)	0	0%			\$0.00
Child Attending - Upgrade from Presupporting (vote)	0	0%			\$0.00
Child Attending -- Upgrade from Presupport	1	0%			\$0.00
Attending Adult -- Upgrade from PreOppose, did not vote	2	0%			\$300.00
Attending Adult - Upgrade from Preoppose Voted	2	0%			\$223.55
Attending Young Adult - Upgrade from Presupport no vote	0	0%			\$0.00
Attending Adult - Upgrade from Friend no vote	19	1%			\$3,700.35
Attending Adult - Friend of Bid (voted)	109	6%			\$10,652.02
Attending Adult - upgrade Luddite (voted)	1	0%			\$120.00
Attending Adult - upgrade VC	12	1%			\$3,811.95
Pre-Support	81	4%			\$2,101.65
Pre-Support -- voted	54	3%			\$1,889.20
Pre-Oppose	0	0%			\$0.00
Friend of Bid ("Early Adopter")	13	1%			\$1,458.40
Luddite (Enemy of Bid)	0	0%			\$0.00
Venture Capitalist	0	0%			\$0.00
Duplicate Record	3	0%			\$40.00
Status Breakdown 					
	Total	% of Total			Revenue
Confirmed	1,799	96%			\$207,238.62

Canceled	64	3%		\$247.10
Follow-up	2	0%		\$300.00

Payment Method Breakdown 	Total	% of Total		Revenue
Not Applicable	525	29%		
Credit Card	31	2%		\$5,145.50
Credit Card(Amex)	83	5%		\$14,717.35
Credit Card(Discover)	37	2%		\$5,936.50
Credit Card(Mastercard)	199	11%		\$32,098.70
Credit Card(Visa)	508	28%		\$92,184.95
Check	69	4%		\$9,895.50
Cash	106	6%		\$7,750.67
Square	15	1%		\$1,580.00
PayPal	228	13%		\$38,229.45

Custom Fields 	Total	% of Total	Limit	% of Limit
Responsible Adult Member	22	1%		
Responsible Adult Copy1	22	1%		
RealNameOK	1,395	77%		
FanNameOK	377	21%		
SFSFC has my permission t	1,369	76%		
No E-reports	117	6%		
I wish to receive paper c	463	26%		
I wish to receive Copy1	429	24%		
Separate copies For each perso...	67	4%		
One Copy for all members at th...	362	20%		
BidHelpYes	101	6%		
CommitteeJoinYes	45	2%		
atConOptions	239	13%		
Program interest	430	24%		
Volunteer Interest	352	20%		
Dealer interest	49	3%		
Artshow interest	60	3%		
exhibits_interest	29	2%		
performance_interest	24	1%		
CF_Test	15	1%		


Agenda Items 	Total	% of Total	Limit	% of Limit	Revenue
Upgrade Supporting to full Attending - \$140.00	148	8%			\$16,760.00
Upgrade Supporting to YA - \$40.00	2	0%			\$80.00
Upgrade Supporting to Mil-1st Responder - \$40.00	0	0%			\$0.00
Upgrade Supporting to Child Attending - \$10.00	2	0%			\$20.00
Upgrade ps to Attending (did not vote) - \$170.00	44	2%			\$5,800.00
Upgrade PS to Mil (did not vote) - \$70.00	0	0%			\$0.00
Upgrade ps to YA (did not vote) - \$70.00	0	0%			\$0.00
Upgrade PS to Child Attending (did not vote) - \$40.00	0	0%			\$0.00
Upgrade Friend no vote - \$60.00	19	1%			\$1,140.00
Upgrade Friend to Supporting	0	0%			
Upgrade PS to Supporting - \$30.00	1	0%			\$30.00
Upgrade PO (did not vote) - \$150.00	2	0%			\$220.00
Upgrade PS to Attending (voted) - \$130.00	29	2%			\$2,420.00
Upgrade PS to YA (voted) - \$10.00	0	0%			\$0.00
Upgrade PS to Mil (voted) - \$10.00	0	0%			\$0.00
Upgrade PS to Child (voted)	0	0%			

Merchandise 	Quantity	% of Quantity	Limit	% of Limit	Revenue
RegOnline Uplift - \$3.55	638				\$2,264.90
\$100 Donation - \$100.00	10				\$1,000.00
\$200 Donation - \$200.00	0				\$0.00
\$300 Donation - \$300.00	1				\$300.00
Donate other - (\$5.00 - \$200,000.00)	29				\$800.82


Event Snapshot List for Worldcon 76 in San José: The 76th World Science Fiction Convention (#1580104) Active


Report Date: Saturday, July 1, 2017


Location: San Jose

Overall Statistics	Total	% of Total	Limit	% of Limit	Revenue
Registrations	<u>1,768</u>	100%			\$202,469.57
Cancellations	<u>63</u>				
Type Breakdown 	Total	% of Total	Limit	% of Limit	Revenue
Supporting	<u>98</u>	6%			\$5,158.80
Attending Adult	<u>611</u>	35%			\$103,133.20
Attending Adult Comp	<u>3</u>	0%			\$0.00
Attending Adult Staff	<u>3</u>	0%			\$793.55
Attending Adult - Active Duty Military and First Responders	<u>7</u>	0%			\$547.10
Attending Young Adult - Age 15-21	<u>14</u>	1%			\$90.00
Child Attending - Age 6-14	<u>23</u>	1%			\$63.55
Kid in Tow -- Under 6	<u>8</u>	0%			\$0.00
Supporting -- Voted in Site Selection	<u>107</u>	6%			\$202.30
Supporting -- Conversion from Friend of Bid	<u>0</u>	0%			\$0.00
Attending Adult - Upgrade from Supporting	<u>5</u>	0%			\$1,083.55
Attending Adult - Upgrade from Voter Supporting	<u>400</u>	23%			\$45,289.65
Attending Young Adult - Upgrade from Voter Supporting	<u>4</u>	0%			\$43.55
Attending Young Adult - Upgrade from Supporting	<u>1</u>	0%			\$0.00
Attending Active Duty/1st Responder - Upgrade from Voter Supporting	<u>0</u>	0%			\$0.00
Child Attending - Upgrade from Voter supporting	<u>1</u>	0%			\$0.00
Attending Adult -- Upgrade from Presupport, did not vote	<u>47</u>	3%			\$6,994.55
Attending Adult -- Upgrade from Presupport (voted)	<u>138</u>	8%			\$14,749.10
Attending Young Adult - Upgrade from Presupport (Voted)	<u>0</u>	0%			\$0.00
Child Attending - Upgrade from Presupporting (vote)	<u>0</u>	0%			\$0.00
Child Attending -- Upgrade from Presupport	<u>1</u>	0%			\$0.00
Attending Adult -- Upgrade from PreOppose, did not vote	<u>2</u>	0%			\$300.00
Attending Adult - Upgrade from Preoppose Voted	<u>2</u>	0%			\$223.55
Attending Young Adult - Upgrade from Presupport no vote	<u>0</u>	0%			\$0.00
Attending Adult - Upgrade from Friend no vote	<u>19</u>	1%			\$3,700.35
Attending Adult - Friend of Bid (voted)	<u>109</u>	6%			\$10,652.02
Attending Adult - upgrade Luddite (voted)	<u>1</u>	0%			\$120.00
Attending Adult - upgrade VC	<u>12</u>	1%			\$3,811.95
Pre-Support	<u>82</u>	5%			\$2,125.20
Pre-Support -- voted	<u>54</u>	3%			\$1,889.20
Pre-Oppose	<u>0</u>	0%			\$0.00


Friend of Bid ("Early Adopter")	<u>13</u>	1%		\$1,458.40
Luddite (Enemy of Bid)	0	0%		\$0.00
Venture Capitalist	0	0%		\$0.00
Duplicate Record	<u>3</u>	0%		\$40.00


Status Breakdown	 Total	% of Total		Revenue
Confirmed	<u>1,766</u>	96%		\$201,922.47
Canceled	<u>63</u>	3%		\$247.10
Follow-up	<u>2</u>	0%		\$300.00

Payment Method Breakdown	 Total	% of Total		Revenue
Not Applicable	<u>519</u>	29%		
Credit Card	<u>31</u>	2%		<u>\$5,145.50</u>
Credit Card(Amex)	<u>83</u>	5%		<u>\$14,257.35</u>
Credit Card(Discover)	<u>36</u>	2%		<u>\$5,886.50</u>
Credit Card(Mastercard)	<u>193</u>	11%		<u>\$31,091.60</u>
Credit Card(Visa)	<u>495</u>	28%		<u>\$89,830.10</u>
Check	<u>69</u>	4%		<u>\$9,895.50</u>
Cash	<u>106</u>	6%		<u>\$7,750.67</u>
Square	<u>15</u>	1%		<u>\$1,580.00</u>
PayPal	<u>221</u>	12%		<u>\$36,785.25</u>

Custom Fields	 Total	% of Total	Limit	% of Limit
Responsible Adult Member	<u>22</u>	1%		
Responsible Adult Copy1	<u>22</u>	1%		
RealNameOK	<u>1,368</u>	77%		
FanNameOK	<u>371</u>	21%		
SFSFC has my permission t	<u>1,340</u>	76%		
No E-reports	<u>114</u>	6%		
I wish to receive paper c	<u>458</u>	26%		
I wish to receive Copy1	<u>424</u>	24%		
Separate copies For each perso...	<u>65</u>	4%		
One Copy for all members at th...	<u>359</u>	20%		
BidHelpYes	<u>101</u>	6%		
CommitteeJoinYes	<u>45</u>	3%		
atConOptions	<u>239</u>	14%		
Program interest	<u>425</u>	24%		
Volunteer Interest	<u>347</u>	20%		
Dealer interest	<u>49</u>	3%		
Artshow interest	<u>58</u>	3%		
exhibits_interest	<u>29</u>	2%		

performance_interest	<u>24</u>	1%		
CF_Test	<u>15</u>	1%		

Agenda Items 	Total	% of Total	Limit	% of Limit	Revenue
Upgrade Supporting to full Attending - \$140.00	<u>146</u>	8%			\$16,480.00
Upgrade Supporting to YA - \$40.00	<u>2</u>	0%			\$80.00
Upgrade Supporting to Mil-1st Responder - \$40.00	0	0%			\$0.00
Upgrade Supporting to Child Attending - \$10.00	<u>2</u>	0%			\$20.00
Upgrade ps to Attending (did not vote) - \$170.00	<u>43</u>	2%			\$5,630.00
Upgrade PS to Mil (did not vote) - \$70.00	0	0%			\$0.00
Upgrade ps to YA (did not vote) - \$70.00	0	0%			\$0.00
Upgrade PS to Child Attending (did not vote) - \$40.00	0	0%			\$0.00
Upgrade Friend no vote - \$60.00	<u>19</u>	1%			\$1,140.00
Upgrade Friend to Supporting	0	0%			
Upgrade PS to Supporting - \$30.00	<u>1</u>	0%			\$30.00
Upgrade PO (did not vote) - \$150.00	<u>2</u>	0%			\$220.00
Upgrade PS to Attending (voted) - \$130.00	<u>29</u>	2%			\$2,420.00
Upgrade PS to YA (voted) - \$10.00	0	0%			\$0.00
Upgrade PS to Mil (voted) - \$10.00	0	0%			\$0.00
Upgrade PS to Child (voted)	0	0%			

Merchandise 	Quantity	% of Quantity	Limit	% of Limit	Revenue
RegOnline Uplift - \$3.55	<u>625</u>				\$2,218.75
\$100 Donation - \$100.00	<u>9</u>				\$900.00
\$200 Donation - \$200.00	0				\$0.00
\$300 Donation - \$300.00	<u>1</u>				\$300.00
Donate other - (\$5.00 - \$200,000.00)	<u>29</u>				\$800.82