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## San Francisco Science Fiction Conventions, Inc.

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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>

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## Regular Meeting of Board of Directors Minutes

Saturday, November 16, 2024, Sunnyvale, California

### 1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, November 16, 2024, in the home of Cindy Scott, 969 Asilomar Terrace #6, Sunnyvale CA 94086-2438. The meeting was called to order at 11:13 AM Pacific Daylight Time, President Kevin Roche presiding and Secretary Kevin Standlee recording. Members present (\*by Zoom videoconference †*ex officio* non-voting director ‡director emeritus): Sandra Childress\*, Christine Doyle\*, Bruce Farr\*, David Gallaher‡, Lisa Deutsch Harrigan\*, Cheryl Morgan\*, Kevin Roche, Cindy Scott, Randy Smith\*, Kevin Standlee\*, Andy Trembley, Rina Weisman† (left 12:21 PM), Lani Wong-Bassett\* (arrived 12:10 PM). Members absent: Sean Bassett\*, David W. Clark‡, Tom Whitmore‡. Guests: Jacob Weisman (left 12:21 PM).

### 2. Previous Minutes

The minutes of the July 20, 2024 Regular Meeting were approved as distributed in advance of the meeting by unanimous consent.

### 3. Officer Reports

#### 3.1. President

The Board granted \$575 to LASFS to renew Westercon service mark by unanimous consent without a meeting since the last regular meeting.

#### 3.2. Treasurer

Treasurer Lisa Deutsch Harrigan reported. She sent an email to the Board email list:

Checking account - \$1,123.19

Money Market Account - \$5,928.83 (rolled over from the CD listed in previous reports)

I will be working on the taxes in December. Standing Committees need to report your activity (Income/Expense Report) from April 1, 2023 through March 31, 2024 and your Balance Sheet as of March 31, 2024.

#### 3.3 Secretary

The corporate website is up to date.

##### 3.3.1 Websites

There has been no further contact from LASFS regarding the Westercon.org website. (This is separate from the renewal of the Westercon service mark.) Kevin Standlee continues to manage the content on that site.

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"ConJosé," "ConFrancisco," and the SFSFC bridge-map logo are service marks of San Francisco Science Fiction Conventions, Inc., a California non-profit corporation recognized as tax-exempt under IRC §501(c)(3). "Worldcon," "World Science Fiction Convention," "WSFS," "World Science Fiction Society," "NASFiC," "Hugo Award," and the distinctive design of the Hugo Award rocket are registered service marks of the World Science Fiction Society, an unincorporated literary society. "Westercon" is a registered service mark of the Los Angeles Science Fantasy Society, Inc. "Costume-Con" is a registered service mark of Karen Schnaubelt.

We have worked with the WFC committee about the setup for the 2026 World Fantasy Convention website and email.

There was general discussion of our hosted domains and the software we use to manage some of our sites.

## **4. Standing Committee Reports**

### **4.1. 2018 Worldcon Operating Committee**

2018 Worldcon Operating Committee Chair Kevin Roche reported. Financial reports are attached. (See Appendices A-B.) At 11:30 AM the meeting went into Committee of the Whole, Mr. Trembley presiding, to discuss the 2018 Worldcon Operating Committee. At 11:34 AM, the Committee of the Whole rose and reported:

- We continue to prepare for the program book mailing, which is our final significant commitment.
- We need to consider closing out the SFSFC storage unit, which has everything left over from all our past conventions, mostly Worldcon 76. This should be done after we get the mailing done.

### **4.2. New Zealand 2020 Committee**

Randy Smith reported. (See Appendices C-D.) The bank accounts were changed due to the acquisition of First Republic Bank by JPMorgan Chase. There are still a few residual responsibilities left, including committee/staff/program participant reimbursements.

### **4.3 Pride Space Committee**

At 11:27 AM, the meeting went into Committee of the Whole, Ms. Scott presiding, to discuss the Pride Space Committee (PSC). At 11:42 AM, the Committee of the Whole rose and reported.

- PSC had a promotional event at the 2024 Worldcon in Glasgow.
- PSC is in communication with the 2025 Worldcon in Seattle about a promotional event to be held there.
- PSC has done some fundraising; to date, the total funds raised are less than US\$1,000.

### **4.4 2026 World Fantasy Convention Committee**

Ms. Weisman reported. At 11:43 AM, the meeting went into Committee of the Whole, Ms. Scott presiding, to discuss the 2026 World Fantasy Convention (WFC). At 12:20, the Committee of the Whole rose and reported:

- Representatives of the 2026 WFC attended the 2024 WFC in Niagara Falls and sold memberships there.
- The 2026 WFC are working on fleshing out the website and setting up the Stripe account.
- The 2026 WFC are considering any restructuring of the convention that may be required due to the results of the 2024 US general election.
- The 2026 WFC is working on finalizing the facility contract, which will be submitted to the SFSFC Board of Directors for approval per Section 7.1 of the SFSFC Bylaws.
- The 2026 WFC will work with the 2024 WFC to send out a 2026 PR0 to the 2024's members.

The meeting recessed at 12:22 PM and reconvened at 12:30 PM.

## **5. Special Committee Reports**

### **5.1 Cosplay With Pride Committee**

Ms. Wong-Bassett reported. At 12:34 PM, the meeting went into Committee of the Whole, Ms. Scott presiding, to discuss the Cosplay With Pride Committee (CWP). At 12:40 PM the Committee of the whole rose and reported:

- CWP intends to formalize its structure so that it is covered by SFSFC's corporate structure, including our D&O insurance.
- CWP is considering any restructuring of the organization that may be required due to the results of the 2024 US general election.
- The Committee of the Whole recommends that the CWP exploratory committee be continued until the next regular meeting.

The Cosplay With Pride Committee was continued to the next regular meeting by unanimous consent.

## **6. New Business**

### **6.1. Director Elections**

The Secretary noted that the current board consists of thirteen authorized seats, with one vacancy organized into groups of five, four, and four directors.

The terms of Kevin Standlee, Cindy Scott, Bruce Farr, and Kevin Roche (Seats 1-4) expire at the end of 2024. All incumbent directors are willing to serve another term. There were no other nominations. By unanimous consent, the incumbent directors were elected to three-year terms commencing January 1, 2025.

## **7. Announcements/Future Meetings**

### **7.1. 2025 Meetings**

Dates for meetings in 2025 were set for:

- Saturday, March 15, 2025
- Saturday, July 26, 2025
- Saturday, November 15, 2025

Meetings are scheduled for 11:00 AM Pacific Time. As usual, these dates are subject to change as needed.

### **7.2. Meeting of Directors-Elect**

Because not all voting directors are present, and the absentees did not waive notice of the officer elections, so the President will call a meeting solely for the purpose of electing officers for the year commencing January 1, 2025.

## **8. Adjournment**

By unanimous consent, the meeting adjourned at 12:46 PM.

Kevin Standlee  
Secretary

*[Approved: March 15, 2025]*

## Appendix A: Worldcon 76 Balance Sheet, October 31, 2024

	<u>Oct 31, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>11000 · Corporate Bank Accounts</b>	
11100 · Worldcon 76	2,263.18
11110 · Money Market	<u>51,979.14</u>
<b>Total 11000 · Corporate Bank Accounts</b>	<u>54,242.32</u>
<b>Total Checking/Savings</b>	<u>54,242.32</u>
<b>Total Current Assets</b>	54,242.32
<b>Other Assets</b>	
<b>18600 · Other Assets</b>	
18620 · Items paid for Corporation	<u>3,045.35</u>
<b>Total 18600 · Other Assets</b>	<u>3,045.35</u>
<b>Total Other Assets</b>	<u>3,045.35</u>
<b>TOTAL ASSETS</b>	<u><u>57,287.67</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
21000 · Meriwest Credit Card	<u>1,866.20</u>
<b>Total Credit Cards</b>	1,866.20
<b>Other Current Liabilities</b>	
26500 · Post Convention Pubs Shipping	60,000.00
26400 · MI Fund	
26420 · MI Travel	<u>4,638.20</u>
<b>Total 26400 · MI Fund</b>	4,638.20
26300 · LGBTQ Fund	<u>1,125.00</u>
<b>Total Other Current Liabilities</b>	<u>65,763.20</u>
<b>Total Current Liabilities</b>	<u>67,629.40</u>
<b>Total Liabilities</b>	67,629.40
<b>Equity</b>	
30000 · Opening Balance Equity	-474.45
31500 · Temp. Restricted Net Assets	65,763.20
32000 · Unrestricted Net Assets	62,334.11
<b>Net Income</b>	<u>-6,438.19</u>
<b>Total Equity</b>	<u>10,341.73</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>57,287.67</u></u>

## Appendix B: Worldcon 76 Income & Expenses Through October 31, 2024

	Aug 20, '16 - Oct 31, 24
<b>Income</b>	
4200000 · Convention Income	
4290010 · Rewards Points Cash	1,550.00
4290100 · Sponsorships	150.00
4290200 · Hotel Rebates	82,110.00
428600 · Extra Hugo Trophies	1,575.00
428500 · Mobie Rentals	10,897.50
4290400 · Garage Sale	1,325.47
4290300 · Sales to Members License Fees	5,197.08
4210000 · Adult Attending	
4210002 · 1 day memberships - fri-sun	560.00
4210001 · Adult Att	598,807.52
4210010 · Adult installment payments	63,494.70
4210100 · Adult Att - Voter Upgrade	82,910.00
4210200 · Adult Att - PS & Voter upgrade	11,150.00
4210300 · Adult Att - PS/no vote upgrade	7,910.00
4210400 · Adult Att - Friend no vote	1,426.45
4210500 · Adult Att - Pre Oppose Upgrade	280.00
4210600 · Active Duty/First Responder Att	1,015.00
4210700 · Staff Membership	12,300.00
4210000 · Adult Attending - Other	165,298.25
Total 4210000 · Adult Attending	945,151.92
4230000 · YA Attending	
4230100 · YA Attending	7,795.00
4230200 · YA Vote Upgrade	160.00
Total 4230000 · YA Attending	7,955.00
4240000 · Child Attending	4,965.00
4250000 · Supporting	
4250010 · Supporting memberships	73,820.00
4250100 · Site Selection Fees	53,280.00
Total 4250000 · Supporting	127,100.00
4260100 · Dealers' Room Deposits	
4260112 · Power for dealer's space	120.00
4260110 · Dealers' room space payment	75,475.00
4260111 · Dealer Room Deposit Refunds	-2,000.00
4260100 · Dealers' Room Deposits - Other	21,885.00
Total 4260100 · Dealers' Room Deposits	95,480.00
4260200 · Creator's Alley	2,057.35
4260201 · Art Show Sales	22,456.72
4260500 · Advertising	

4260550 · Souvenir Book Advertising	18,469.92
4260500 · Advertising - Other	3,215.00
<b>Total 4260500 · Advertising</b>	<b>21,684.92</b>
<b>4270000 · Donations and Grants</b>	
4270700 · Charity Donations	
4270720 · TAFF/DUFF donations	1,901.50
4270710 · Alzheimer's Association	13,232.97
<b>Total 4270700 · Charity Donations</b>	<b>15,134.47</b>
4270600 · SYFY sponsorship	3,000.00
4270500 · Google Sponsorship	45,000.00
4270100 · General Donations	5,703.52
4270101 · Reg Fee Payment	9,407.50
4270102 · Staff shirt payments	1,741.70
4270200 · Passalong Funds	
4270203 · Helsinki	13,511.20
4270201 · Sasquan	28,395.00
4270202 · MAC2	33,000.00
<b>Total 4270200 · Passalong Funds</b>	<b>74,906.20</b>
4270900 · Mexicanx donations	
4270910 · Mexicanx Membership donations	6,080.00
4270920 · Mexicanx Initiative Travel Fund	16,124.19
<b>Total 4270900 · Mexicanx donations</b>	<b>22,204.19</b>
4270930 · LGBTQ Initiative Donations	6,563.00
<b>Total 4270000 · Donations and Grants</b>	<b>183,660.58</b>
<b>428000 · Tours</b>	
428400 · BrewBike Tour	262.00
428100 · Winchester Tours	1,260.00
428200 · SLAC Tours	1,000.00
428300 · SV Loop Tour	1,367.50
428000 · Tours - Other	2,276.00
<b>Total 428000 · Tours</b>	<b>6,165.50</b>
4290000 · Interest Income	1,297.77
<b>Total 4200000 · Convention Income</b>	<b>1,520,779.81</b>
<b>Total Income</b>	<b>1,520,779.81</b>
<b>Gross Profit</b>	<b>1,520,779.81</b>
<b>Expense</b>	
<b>6200000 · Convention Expenses</b>	
6205000 · Tech	
6205064 · Tech crash rooms	373.72
6205066 · Tech Misc	5,576.36
6205062 · Tech Transportation	9,363.14
6205025 · Main Stage Equipment	239.61
6205056 · Program Power	4,428.00

6205045 · Callahan's Power	2,280.00
6205037 · 2nd stage power	680.00
6205029 · Main Stage Power	2,598.00
6205000 · Tech - Other	170,000.00
<b>Total 6205000 · Tech</b>	<b>195,538.83</b>
<b>6203000 · Exhibits Expenses</b>	
6203028 · Art show truck from LA	2,591.81
6203025 · Art Show Lighting	360.00
6203015 · Curated Exhibits printing & sup	124.23
6203081 · Cospitality	215.42
6203014 · Curated Exhibits Truck & Travel	1,745.10
6203041 · Costume Exhibit	417.41
6203011 · Cartographer	14.58
6203031 · Dealers room power	3,260.00
6203026 · Art Show power drops	4,890.00
6203019 · Power cord and strip rental	250.00
6203018 · Power	3,354.00
6203024 · Art Show expenses	2,487.96
6203030 · Dealers room expense	
6203033 · Dealer Room SWAG bags	289.13
6203030 · Dealers room expense - Other	-150.00
<b>Total 6203030 · Dealers room expense</b>	<b>139.13</b>
6203051 · Fanzine Lounge Expenses	377.52
6203022 · Children's play area	167.14
6203071 · Callahan's Decorations	2,393.25
6203016 · Curated Exhibits Misc	1,393.17
<b>Total 6203000 · Exhibits Expenses</b>	<b>24,180.72</b>
<b>6213000 · Member Services Expenses</b>	
6213086 · Friday BrewBike tour	266.00
6213080 · Tours Misc	260.27
6213042 · Mobie hire convention funded	1,591.19
6213041 · Mobie Hire Passthrough	16,350.00
6213061 · Volunteers Misc	33.67
6213088 · Tours ground transportation	4,539.00
6213021 · Obmusdman expenses	79.34
6213016 · Business Cards	39.87
6213062 · Staff Shirt Expense	9,378.94
6213091 · Storage	60,046.92
6213085 · CHM Tour	140.00
6213084 · San Jose Brew Bike Wed 8/15	330.00
6213083 · Winchester 8/17	729.00
6213082 · Winchester Tour 8/14	308.00
6213044 · ASL & CART for Hugos	11,956.26
6213701 · Signs	3,245.82



6213031 · Childcare Expense	13,093.50
<b>Total 6213000 · Member Services Expenses</b>	<b>122,387.78</b>
<b>6202000 · Events Expenses</b>	
6202016 · Hugo Program	3,026.23
6202008 · Masquerade Judges Dinner	182.80
6202004 · Masquerade Green Room Exp	332.68
6202001 · Opening Cermonies	693.09
6202029 · MPLC	2,500.00
6202043 · SF Short Film Festival	1,800.00
6202026 · License Fees	
6202028 · BMI License	320.00
6202027 · ASCAP License Fees	747.00
<b>Total 6202026 · License Fees</b>	<b>1,067.00</b>
<b>Total 6202000 · Events Expenses</b>	<b>9,601.80</b>
<b>6201000 · Chair's Office</b>	
6201076 · Membership reimbursements	341.00
6201024 · MexicanX Travel Fund Expense	10,200.00
6201027 · Charity Auction donation	15,000.00
6201026 · Mexicanx Reception	1,285.99
6201041 · Fairy Godfather Misc	1,505.70
6201025 · LGBTQ Reception	85.39
6201063 · GoH Welcome Food Event	986.89
6201015 · Legal Fees	162,037.72
6201010 · Staff Meeting Expense	17,178.41
6201011 · Meals and Entertainment	313.15
6201064 · Staff Food Coupons	107.52
6201020 · Chair's Fund	731.44
<b>Total 6201000 · Chair's Office</b>	<b>209,773.21</b>
<b>6207000 · Promotions &amp; Publicity</b>	
6207040 · Domain Registration	1,775.01
6207015 · Lanyards for LTUE	568.80
6207012 · Party Room	2,805.62
6207022 · Helsinki banners and flyers	878.07
6207021 · Flyers	6,247.84
6207023 · Table Decorations	1,734.17
6207011 · Sponsorship at Other Convention	1,332.65
6207014 · Tips and Misc Party Expenses	961.93
6207013 · Party Supplies	11,430.87
6207016 · Online Advertising	9.70
6207010 · Ads in Other Program Books	1,608.22
<b>Total 6207000 · Promotions &amp; Publicity</b>	<b>29,352.88</b>
<b>6210000 · Facilities</b>	
6210080 · Fairmont rooms on master	11,070.00

6210062 · Robinson Suite	1,530.00
6210057 · De Anza Attrition	10,183.38
6210069 · ASFA Suite Rental	1,381.50
6210068 · SFWA Suite Rental	6,433.95
6210056 · Party Maven	306.37
6210070 · Gratuities	172.09
6210054 · Attrition - Fairmont	29,191.24
6210055 · Marriott Estimate	28,660.64
6210013 · Decorator Furniture	1,800.93
6210014 · Decorator Misc	120,466.20
6210021 · Basic Hire	271,575.62
6210000 · Facilities - Other	90,200.05
<b>Total 6210000 · Facilities</b>	<b>572,971.97</b>
<b>6212000 · Operations Expense</b>	
6212031 · Truck rental	2,405.93
6212018 · Communications (Radios)	1,241.38
6212017 · Communications (Phones)	134.57
6212014 · Computer Rental	3,632.34
6212011 · Office Supplies	8,032.59
<b>Total 6212000 · Operations Expense</b>	<b>15,446.81</b>
<b>6209000 · WSFS Expenses</b>	
6209013 · MPC Dues	3,906.00
6209035 · Hugo Trophy Shipping	780.94
6209030 · Hugo Rockets	172.50
6209034 · Hugo award shipping boxes for w	205.10
6209031 · Retro Hugo Rockets & Bases	1,317.63
6209021 · Site Selection Expenses	179.79
6209038 · Hugo Nominee Pins	6,562.71
6209032 · Hugo Bases	10,510.40
6209036 · Hugo mailing list expenses	740.81
6209000 · WSFS Expenses - Other	36.67
<b>Total 6209000 · WSFS Expenses</b>	<b>24,412.55</b>
<b>6211000 · Hospitality Expenses</b>	
6211028 · Consuite Food	14,574.74
6211030 · Staff Lounge Food	594.56
6211026 · SFWA Suite Supplies	1,403.73
6211061 · Teen Lounge Misc	482.14
6211025 · Refrigerator Rental	27.79
6211021 · ConSuite Corkage Buyout	15,937.75
6211011 · Helsinki Hugo Losers Party	8,317.09
6211024 · ConSuite Kitchen/Serving Equip	3,000.00
<b>Total 6211000 · Hospitality Expenses</b>	<b>44,337.80</b>
<b>6204000 · Programming Expenses</b>	
6204051 · Children's Activities	993.45

6204022 · Hayes Per Diem	750.00
6204019 · Pettinger Per Diem	750.00
6204017 · Quinn Per Diem	750.00
6204015 · Picacio Per Diem	750.00
6204012 · Spider Per Diem	750.00
6204023 · GoH Gifts	437.83
6204080 · Robot Obstacle Course	600.00
6204030 · Program Ops	250.99
6204018 · Pettinger Travel	2,201.82
6204025 · NASA Guest Travel	640.52
6204061 · Program database	653.34
6204010 · GoH Expenses	
6204013 · Picacio Shipping	2,223.01
6204014 · Picacio Airfare	362.60
6204021 · Hayes Airfare	150.40
6204011 · Robinson Travel	2,400.00
Total 6204010 · GoH Expenses	5,136.01
Total 6204000 · Programming Expenses	14,663.96
6208000 · Publications Expenses	
6208081 · Post Con Souvenir Book Shipping	4,113.20
6208073 · Newsletter paper & printer rent	1,121.22
6208072 · Paper	471.95
6208064 · Restaurant Guide	793.32
6208063 · Pocket Program	25,025.09
6208021 · PR1	1,726.57
6208031 · PR2	4,988.33
6208041 · PR 3	4,656.06
6208051 · PR 4	3,185.24
6208061 · Souvenir Book Printing	21,881.50
6208011 · Publications Software	1,033.64
6208000 · Publications Expenses - Other	22.40
Total 6208000 · Publications Expenses	69,018.52
6206000 · Finance Division	
6206076 · Chicon 8	5,000.00
6206075 · PAF - 2021	10,000.00
6206074 · PAF - NASFiC 2019	2,500.00
6206072 · PAF NewZealand	20,000.00
6206071 · PAF - Dublin	20,000.00
6206025 · RegOnline Fees	25,584.85
6206012 · Paypal Fees	8,511.11
6206013 · Square Fees	5,224.53
6206011 · Reg Credit Card Fees	41,874.33
6206031 · Badges & materials	10,676.28
6206040 · Ribbons	4,999.37

6206020 · Treasury Supplies	835.92
6206016 · Bank Charges	3,095.22
6206021 · Fictitious Business Name Filing	149.00
6206019 · SFSFC PO Box	307.50
6206030 · Registration Supplies	4,206.48
6206015 · Event Insurance	1,238.54
6206000 · Finance Division - Other	301.65
Total 6206000 · Finance Division	164,504.78
Total 6200000 · Convention Expenses	1,496,191.61
Total Expense	1,496,191.61
Net Income	24,588.20

## **Appendix C: Report of the New Zealand Agent Committee, November 16, 2024**

During the last Tri-Quarter the committee did the following:

1. Forwarded copies of bank statements to the CoNZealand Finance Division.
2. Finished the process of building a profile with JP Morgan Chase as all First Republic accounts are now being transferred to Chase.

### Next Steps

1. Make monthly financial reports to the CoNZealand operating committee.
2. Continue paying what bills remain that need to be paid in \$US.

Respectfully Submitted,

Randy Smith

Chair, ConZealand Agent Committee

**Appendix D: New Zealand Agent Committee Financial Report,  
November 16, 2024**

Bank Balance – 7/20/24 \$ 54,098.56

No Transactions

Bank Balance—11/16/24 \$ 54,098.56

**Account Payable**

Start-Up Expenses SFSFC \$ 120.00