

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 15, 2025, Sunnyvale, California

1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, March 15, 2025, in the home of Cindy Scott, 969 Asilomar Terrace #6, Sunnyvale CA 94086-2438. The meeting was called to order at 11:20 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): Sean Bassett* (arrived 11:32 AM), Sandra Childress*, Christine Doyle*, Lisa Deutsch Harrigan*, Kevin Roche, Cindy Scott, Randy Smith*, Kevin Standlee*, Andy Trembley, Rina Weisman† (left 12:25 PM), Lani Wong-Bassett* (left 11:33 AM). Members absent: David W. Clark‡, Bruce Farr, David Gallaher‡, Cheryl Morgan, Tom Whitmore‡. Guests: Jax (PrideSpace Committee Finance head).

1.1. Officer Elections

The Board did not hold the planned meeting of directors-elect to elect officers in 2024. Under the Bylaws, officers serve until their successors take office, and they have continued to do so. Discussion on the Board e-list gave notice that the Board would address this issue at this meeting. By unanimous consent, the Board agreed to elect Kevin Roche as President, Cindy Scott as Vice President, Kevin Standlee as Secretary, and Lisa Deutsch Harrigan as Treasurer. Mr. Standlee appointed Cheryl Morgan and Lisa Deutsch Harrigan as Assistant Secretaries. Ms. Harrigan appointed Kevin Standlee and Bruce Farr as Assistant Treasurers.

2. Previous Minutes

The minutes of the November 16, 2024 Regular Meeting were approved as amended.

3. Officer Reports

3.1. President

We have renewed our D&O insurance without a lapse in coverage.

3.2. Treasurer

Treasurer Lisa Deutsch Harrigan reported. She sent an email to the Board email list on March 14, 2025:

Checking \$ 1,217.31
Money Market \$ 5,929.40

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Last FY Tax Return was filed on time. There is a glitch in the Federal Filing, I am working on it with H&R Block and hope to have it resolved on Monday. Since our initial filing was timely, we are allowed to correct the information and refile without penalty.

March 31, 2025 is the end of the current fiscal year. I need your reports dated March 31, 2025. If I don't have that, the reports used for this meeting will be assumed to be your year-end report. I am hoping to get this done by the proper filing date without an extension.

3.3 Secretary

The corporate website is up to date. The President instructed the Secretary to add Jax (PrideSpace Committee finance head) to the Board e-list for informational purposes.

3.3.1 Websites

We continue to work with the WFC committee about the setup for the 2026 World Fantasy Convention website and email.

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 11:33 AM the meeting went into Committee of the Whole, Mr. Trembley presiding, to discuss the 2018 Worldcon Operating Committee. At 11:36 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.) There are still a few residual responsibilities left, including committee/staff/program participant reimbursements.

4.3 PrideSpace Committee

The PriceSpace Committee submitted a Statement of 2024 Activities (see Appendix E) and a Statement of Financial Position (see Appendix F).

At 11:41 AM, the meeting went into Committee of the Whole, Ms. Scott presiding, to discuss the Pride Space Committee (PSC). At 12:02 PM, the Committee of the Whole rose and reported.

- PSC continues to communicate with the 2025 Worldcon in Seattle about a Pride Lounge event to be held there.
- PSC has approached New Zealand regarding a possible grant for funding PSC activities.
- PSC continues to recruit new members.

4.4 2026 World Fantasy Convention Committee

Ms. Weisman reported. At 12:04 PM, the meeting went into Committee of the Whole, Ms. Scott presiding, to discuss the 2026 World Fantasy Convention (WFC). At 12:24 PM, the Committee of the Whole rose and reported:

- The 2026 WFC continues to consider any restructuring of the convention that may be required due to the results of the 2024 US general election.
- The 2026 WFC continues to advise the World Fantasy Convention board of the issues affecting the convention under the current US political administration.
- The 2026 WFC continues to work on the convention website, including integration with Stripe.
- The 2026 WFC will work with the 2024 WFC to send out a 2026 PR0 to 2024's members if possible.

The meeting recessed at 12:25 PM and reconvened at 12:37 PM.

5. Special Committee Reports

5.1 Cosplay With Pride Committee

Mr. Bassett reported. At 12:38 PM, the meeting went into Committee of the Whole, Ms. Scott presiding, to discuss the Cosplay With Pride Committee (CWP). At 12:42 PM the Committee of the whole rose and reported:

- CWP requests that SFSFC leadership provide additional mentoring for working within the structure of the corporation.
- 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

There was no new business.

7. Announcements/Future Meetings

7.1. 2025 Meetings

Dates for meetings in 2025 were set for:

- 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.

8. Adjournment

By unanimous consent, the meeting adjourned at 12:45 PM.

Kevin Standlee
Secretary

[Approved: April 5, 2025]

Appendix A: Worldcon 76 Balance Sheet, March 9, 2025

	<u>Mar 9, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
11000 · Corporate Bank Accounts	
11100 · Worldcon 76	739.68
11110 · Money Market	<u>46,986.98</u>
Total 11000 · Corporate Bank Accounts	<u>47,726.66</u>
Total Checking/Savings	<u>47,726.66</u>
Total Current Assets	47,726.66
Other Assets	
18600 · Other Assets	
18620 · Items paid for Corporation	<u>4,859.34</u>
Total 18600 · Other Assets	<u>4,859.34</u>
Total Other Assets	<u>4,859.34</u>
TOTAL ASSETS	<u><u>52,586.00</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
21000 · Meriwest Credit Card	<u>997.09</u>
Total Credit Cards	997.09
Other Current Liabilities	
26500 · Post Convention Pubs Shipping	60,000.00
26400 · MI Fund	
26420 · MI Travel	<u>4,638.20</u>
Total 26400 · MI Fund	4,638.20
26300 · LGBTQ Fund	<u>1,125.00</u>
Total Other Current Liabilities	<u>65,763.20</u>
Total Current Liabilities	<u>66,760.29</u>
Total Liabilities	66,760.29
Equity	
30000 · Opening Balance Equity	-474.45
31500 · Temp. Restricted Net Assets	#####
32000 · Unrestricted Net Assets	62,334.11
Net Income	<u>#####</u>
Total Equity	<u>#####</u>
TOTAL LIABILITIES & EQUITY	<u><u>52,586.00</u></u>

Appendix B: Worldcon 76 Income & Expenses March 9, 2025

Aug 20, '16 - Mar 9,
25

Income

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
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4260500 · Advertising - Other	3,215.00
Total 4260500 · Advertising	21,684.92
4270000 · Donations and Grants	
4270700 · Charity Donations	
4270720 · TAFF/DUFF donations	1,901.50
4270710 · Alzheimer's Association	13,232.97
Total 4270700 · Charity Donations	15,134.47
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
Total 4270200 · Passalong Funds	74,906.20
4270900 · Mexicanx donations	
4270910 · Mexicanx Membership donations	6,080.00
4270920 · Mexicanx Initiative Travel Fund	16,124.19
Total 4270900 · Mexicanx donations	22,204.19
4270930 · LGBTQ Initiative Donations	6,563.00
Total 4270000 · Donations and Grants	183,660.58
428000 · Tours	
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
Total 428000 · Tours	6,165.50
4290000 · Interest Income	1,305.61
Total 4200000 · Convention Income	1,520,787.65
Total Income	1,520,787.65
Gross Profit	1,520,787.65
Expense	
6200000 · Convention Expenses	
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	<u>170,000.00</u>
Total 6205000 · Tech	195,538.83
6203000 · Exhibits Expenses	
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	<u>-150.00</u>
Total 6203030 · Dealers room expense	139.13
6203051 · Fanzine Lounge Expenses	377.52
6203022 · Children's play area	167.14
6203071 · Callahan's Decorations	2,393.25
6203016 · Curated Exhibits Misc	<u>1,393.17</u>
Total 6203000 · Exhibits Expenses	24,180.72
6213000 · Member Services Expenses	
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	63,887.32
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	<u>13,093.50</u>

Total 6213000 · Member Services Expenses	126,228.18
6202000 · Events Expenses	
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
Total 6202026 · License Fees	1,067.00
Total 6202000 · Events Expenses	9,601.80
6201000 · Chair's Office	
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
Total 6201000 · Chair's Office	209,773.21
6207000 · Promotions & Publicity	
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
Total 6207000 · Promotions & Publicity	29,352.88
6210000 · Facilities	
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
Total 6210000 · Facilities	572,971.97
6212000 · Operations Expense	
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
Total 6212000 · Operations Expense	15,446.81
6209000 · WSFS Expenses	
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
Total 6209000 · WSFS Expenses	24,412.55
6211000 · Hospitality Expenses	
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
Total 6211000 · Hospitality Expenses	44,337.80
6204000 · Programming Expenses	
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
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Total 6204010 · GoH Expenses	5,136.01
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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
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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	1,500,032.01
Total Expense	1,500,032.01
Net Income	20,755.64

Appendix C: Report of the New Zealand Agent Committee, March 15, 2025

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

1. Forwarded copies of bank statements to the CoNZealand Finance Division.
2. Transferred \$15,000 as a grant to Seattle Worldcon 2025. This was more difficult than you can possibly imagine.
3. Reviewed the membership reimbursement letter for program participants and volunteers.

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.
3. Begin processing membership reimbursements for program participants and volunteers.

Respectfully Submitted,

Randy Smith

Chair, ConZealand Agent Committee

Appendix D: New Zealand Agent Committee Financial Report, March 15, 2025

All amounts are in US dollars.

Bank Balance – 11/16/24		\$	54,098.56
Electronic Funds Transfer to Seattle Worldcon 2025			15,000.00
Bank Balance—3/15/25		\$	<u>39,098.56</u>
<u>Account Payable</u>			
Start-Up Expenses	SFSFC	\$	120.00

Appendix E: PrideSpace Statement of Activities, 2024

2024

SFSFC Pride Lounge

Revenue

Gross donations	\$	
	924.22	
Less: Sales returns and allowances	\$	
	-	
Net sales	\$	924.22

Cost of goods sold

Beginning inventory			
Add: Purchases			
Direct labor			
Indirect expenses			
Inventory available		\$	-
Less: Ending inventory			
Cost of goods sold		\$	-
Gross profit (loss)		\$	-

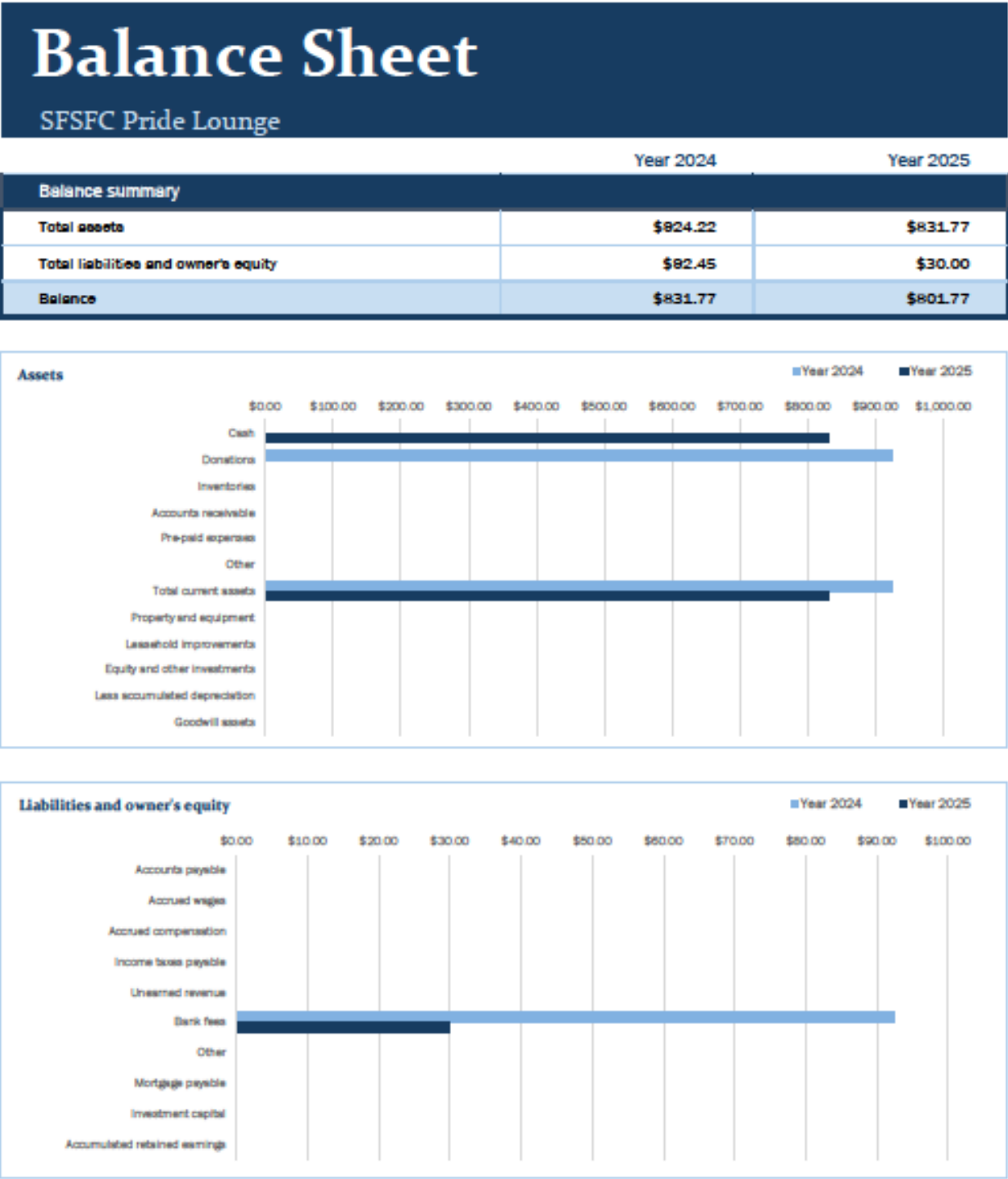
Expenses

Rent		
	\$	
Amortization	-	
	\$	
Bank Fees	92.45	
	\$	
Utilities	-	
	\$	
Wages & direct costs	-	
	\$	
Commissions	-	
	\$	
Supplies	-	
	\$	
Marketing	-	
	\$	
Logistics	-	
	\$	
Repairs and maintenance	-	
	\$	
Miscellaneous	-	
	\$	
Depreciation	-	
	\$	
Interest	-	
		\$
Total expenses		92.45
Net operating income		\$ (92.45)

Other income

Gain (loss) on sale of assets		
Interest income		
Total other income		\$ -
Net income (loss)		\$ (92.45)

Appendix P: PrideSpace Statement of Financial Position, March 15, 2025



Assets

	Year 2024	Year 2025
Current assets		
Cash	\$0.00	\$831.77
Donations	\$924.22	\$0.00
Inventories	\$0.00	\$0.00
Accounts receivable	\$0.00	\$0.00
Pre-paid expenses	\$0.00	\$0.00
Other	\$0.00	\$0.00
Total current assets	\$924.22	\$831.77

Fixed assets		
Property and equipment	\$0.00	\$0.00
Leasehold improvements	\$0.00	\$0.00
Equity and other investments	\$0.00	\$0.00
Less accumulated depreciation	\$0.00	\$0.00
Total Fixed Assets	\$0.00	\$0.00

Other assets		
Goodwill assets	\$0.00	\$0.00
Total Other Assets	\$0.00	\$0.00

Liabilities and owner's equity

Year 2024

Year 2025

Current liabilities		
Accounts payable		
Accrued wages		
Accrued compensation		
Income taxes payable		
Unearned revenue		
Bank fees	\$92.45	\$30.00
Other		
Total current liabilities	\$92.45	\$30.00

Long-term liabilities		
Mortgage payable		
Total long-term liabilities	\$0.00	\$0.00

Owner's equity		
Investment capital		
Accumulated retained earnings		
Total owner's equity	\$0.00	\$0.00