



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, July 21, 2012, Fremont, California

1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, July 21, 2012, in the Depot Cafe, 37260 Fremont Blvd., Fremont CA 94536. The meeting was called to order at 11:07 AM, President David Gallaher presiding and Secretary Kevin Standlee recording. Members present (*by telephone †*ex officio* non-voting director ‡director emeritus): Sandra Childress (left 1:30 PM), David W. Clark (arrived 11:09 AM), Nancy L. Cobb* (left 12:17), Wolfgang Coe, David Gallaher, Glenn Glazer, Lisa Deutsch Harrigan, Kevin Roche† (Westercon 66), Cindy Scott, Spike (Arrived 11:08 AM), Kevin Standlee, Andy Trembley† (Westercon 66). Members absent: Chris Garcia† (Corflu 2011), Cheryl Morgan, Tom Whitmore‡.

2. Previous Minutes

The minutes of the previous meetings are now adopted by unanimous consent via the Board e-mail list and published on the corporation's web site.

3. Officer Reports

3.1. President

The President had no report at this time. Our current meeting space is now being used as a games store, but our existing reservations through this year are still good. The President will discuss future meeting dates with the management at the Depot Café.

3.2. Treasurer

Treasurer Lisa Deutsch Harrigan reported and elaborated on the various financial statements. Westercon 64's accounts have not yet been closed on account of the urgency of keeping Westercon 66's accounts current.

Assistant Treasurer Cindy Scott reported on ongoing issues with an ongoing dispute with the IRS over old informational filings.

3.2.1. Financial Statements

The Treasurer distributed paper copies of reports (See Appendices A-B) and discussed them in detail. The general-fund statements do not include all standing committees and need some more cleaning up.

3.2.2. Informational Filings

We have filed our Form 990 for FY2010-11. Our Form 990 for FY2011-12 is due in mid-August, but the Treasurer intends to file an extension for that.

3.3 Secretary

Web site: Everything up to date.

4. Standing Committee Reports

4.1. Corflu 2011 Organizing Committee

Corflu Treasurer Lisa Detusch Harrigan reported. Corflu 2011 ended with a surplus. (See the March meeting minutes for financial statements.). Corflu 2011 wants to pass along any remaining surplus (approximately \$500) to the 2013 Corflu, consistent with the traditional practice of this convention, but hasn't been able to find the contact yet. After further discussion, Mr. Standlee moved the following:

Motion 2012-03:¹ Corflu 2011

Moved, to discharge the Corflu 2011 Committee established by Resolution 2010-01.

Motion 2012-03 was adopted by unanimous consent. This dissolves the Corflu 2011 committee and transfers the committee's remaining assets and responsibilities to the General Fund.

4.2. London 2014 Bid Committee

Spike reported. (Appendix C) Except for the final stage at Chicon 7, the bid is effectively over, but given that UK 2014 is running unopposed, the bid feels confident that they will win the election. This committee continues to be managed as a flow-through account on behalf of the UK 2014 committee, handling only USD cash and checks. Credit card charges go directly to the UK 2014 committee.

There was some discussion of the specific issues about fictitious business name (DBA) statements and the way in which advance supporting memberships (voting fees) may be received. The board confirmed that the Chair of this committee is authorized to deal with any necessary DBA statements or other business requirements of the committee.

Assuming the UK 2014 committee wins its bid to host the 2014 Worldcon, SFSFC has no objection to continuing to act as the winning Worldcon's agent in a similar manner as it did for the bid, provided there are people willing to do the work.

4.3. Westercon 66 Committee

Co-Chairs Andy Trembley and Kevin Roche reported. (See Appendix D for written report.) Westercon 66 currently has 256 members (including 41 supporting members, 38 of whom are unconverted site-selection voters). (See also Appendices E-F for financial statements.) The Westercon 66 committee selected the Hilton Arden Fair in Sacramento and has concluded a contract with the hotel. The committee has announced Guests of Honor, and has received a \$3000 grant from RCFI (Renovation) to fund the transportation of GoHs Radio Free Skaro to the convention. The committee is making a concerted effort to attract past Westercon GoHs to attend as part of a "Return to Westercon" campaign.

The convention budget is based on 600 attending members. There are alternative scenarios based on 800 or more. Seattle's Westercon drew more than 800 attendees, an increase over the past two

¹ Resolutions and formal motions are recorded in continuous sequence within a calendar year. The Secretary issues numbers to motions and resolutions, but such numbered motions and resolutions may not appear in consecutive order in the minutes due to matters submitted in advance being assigned earlier numbers.

years, showing a promising upward trend in membership. There was a general discussion of how Westercon 66 can learn lessons from Westercon 65.

Westercon 66 will hold an Open Meeting on Sunday, July 29 at the Hilton in Sacramento to give the committee an opportunity to try out the hotel and to meet with local fan groups with an interest in getting involved with the event. The committee continues to actively recruit for many positions. Strategically, the committee would like to try and have as many positions “twinned” with Sacramento-area fans and non-locals in order to add redundancy and help with the long-term health of convention fandom.

The committee will host a promotional party for Westercon 66 at Chicon 7, and also plans to run a fan table there selling memberships. (“Westercon: Not Just for the West Coast Anymore.”) The committee is actively promoting the convention through various social media, and has additional convention appearances planned.

The meeting recessed at 12:38 PM and reconvened at 12:53 PM.

4.4. Nebula Awards Weekend

David Gallaher reported. At 12:54 PM, the meeting went into Committee of the Whole, David W. Clark presiding, to discuss The Nebula Awards Weekend.

At 1:16 PM, the Committee of the Whole rose and reported that SFWA awarded the rights to host the 2013 (May 16-19) and 2014 Nebula Awards Weekend to SFSFC, and that the events will be managed by the Nebula Awards Weekend Committee. The committee is negotiating with the San Jose Hilton as the host hotel. Committee Chairman David Gallaher attended this year’s Nebula Awards Weekend in Arlington VA and had some very interesting experiences there that should inform the organization of the events in San Jose. The committee is recruiting staff.

5. Special Committee Reports

5.1. SMOFCon Scholarship Committee

We are not currently planning on presenting a scholarship this year, although we would like to leave open the prospect of doing so in the future.

The SMOFCon Scholarship Committee was continued by unanimous consent.

5.2. Strategic Development Committee

At 1:24 PM, the meeting went into Committee of the Whole, David W. Clark presiding, meeting as the Strategic Development Committee.

At 1:36 PM, the Committee of the Whole rose and reported

- That the SDC discussed the future strategic direction for SFSFC in detail, but has no specific recommendations for the formation of committees or commitments to events at this time;
- Recommended that the SDC be continued.

The Strategic Development Committee was continued by unanimous consent.

5.3 Code of Conduct Policy Committee

At 1:37 PM, the meeting went into Committee of the Whole, David W. Clark presiding, to discuss the Code of Conduct Policy Committee.

At 1:53 PM, the Committee of the Whole rose and reported that the Code of Conduct Policy Committee does not yet have a recommendation for a Code of Conduct for SFSFC functions, and

asks that it be continued until the next meeting. The Code of Conduct Policy Committee was continued by unanimous consent.

6. Unfinished Business

There were no items of unfinished business postponed from the previous meeting.

7. New Business

7.1 Westercon 64 Shortfall

At 1:55 PM, the meeting went into Committee of the Whole, David W. Clark presiding, to discuss financial matters related to the approximately \$1500 financial loss that Westercon 64 incurred (primarily due to attrition).

At 1:58 PM, the Committee of the Whole rose and reported that we have been unable to secure any grants to help pay the attrition costs on Westercon 64, primarily because SFSFC did have resources of its own to pay the shortfall.

8. Announcements/Future Meetings

8.1. 2012 Meetings

Future meeting dates for 2012 are as follows:

- November 17, 2012, Centerville, 11 AM Pacific Time

There was informal discussion of potential 2013 meeting locations, should the Centerville location not be available.

9. Adjournment

By unanimous consent, the meeting adjourned at 2:04 PM.

Kevin Standlee
Secretary

[Approved by unanimous consent without meeting, August 22, 2012]

**Appendix A: SFSFC General Fund, Profit & Loss, Fiscal Year to date,
April 1, 2011 – July 21, 2012**

	<u>Apr '12 - Mar 13</u>
Ordinary Income/Expense	
Income	
Interest Income	5.08
Total Income	<u>5.08</u>
Gross Profit	5.08
Expense	
Credit Card Transaction Fees	156.00
Total Expense	<u>156.00</u>
Net Ordinary Income	<u>-150.92</u>
Net Income	<u><u>-150.92</u></u>

Appendix B: SFSFC General Fund, Balance Sheet, July 21, 2012

	<u>Jul 21, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Main Checking	5,030.98
CD #1	3,816.63
Construction Checking	100.00
CorFlu 28 Checking	3,007.65
Westercon 64 Checking	38,633.68
London in 2014	<u>4,001.85</u>
Total Checking/Savings	54,590.79
Accounts Receivable	
Accounts Receivable	
Westercon 64	14.00
Accounts Receivable - Other	<u>397.50</u>
Total Accounts Receivable	<u>411.50</u>
Total Accounts Receivable	411.50
Other Current Assets	
CorFlu	-66.97
WC 64 T-Shirt Inventory	91.95
WC 64 Petty Cash/Cash Box Funds	383.57
CorFlu Petty Cash	<u>206.46</u>
Total Other Current Assets	<u>615.01</u>
Total Current Assets	<u>55,617.30</u>
TOTAL ASSETS	<u><u>55,617.30</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	<u>148.00</u>
Total Accounts Payable	148.00
Other Current Liabilities	
London in 2014 Liabilities	4,376.85
SMOFcon 29 Liabilities	1,700.00

Sales Tax Payable	-759.35
Westercon 64 Liabilities	
Dealers' Table Fees	2,655.00
Program Book Ads	100.00
Westercon 64 Liabilities - Other	<u>10,804.28</u>
Total Westercon 64 Liabilities	<u>13,559.28</u>
Total Other Current Liabilities	<u>18,876.78</u>
Total Current Liabilities	<u>19,024.78</u>
Total Liabilities	19,024.78
Equity	
Retained Earnings	36,743.44
Net Income	<u>-150.92</u>
Total Equity	<u>36,592.52</u>
TOTAL LIABILITIES & EQUITY	<u><u>55,617.30</u></u>

Appendix C: London 2014 Report, July 21, 2012

As of 21 July 2012, the London in 2014 bid to hold the 72nd Worldcon has over 1800 supporters worldwide. A current list (dated July 17, 2012) of supporters who have consented to have their names posted can be found on the Bid website at www.londonin2014.org.

This quarter bid events (including bid desks, parties, and/or sponsorships) were held at these North American conventions:

WisCon 36 (Madison, WI)

DeepSouthCon 50 (Huntsville, AL)

Westercon 65 (Seattle, WA)

We continue to gather new supporters, but we've seen a spike in the number of upgrades from the basic supporter level to "Friend."

Financial Summary:

\$4818.53 Bid funds in checking account 06/30/2012

This account balance represents bid supports paid in US\$ by cash or check, minus expenses related to bid events listed above, shipping flyers to conventions, and souvenir book ads.

Credit card payments go directly into the bid PayPal account in the UK, outside the purview of this Committee.

Appendix D: Westercon 66 Committee Report

Membership

Current reg: 256

215 attending

3 supporting

38 unconverted voting (supporting)

36 memberships between July 4-July 9 (at Westercon 65)

Guests

Guests of Honor confirmed: Author Guests Kelley Eskridge & Nicola Griffith, Artist Guest Eric Shanower (+ David Maxine as Small Press Special Guest),

Fan Guests: Radio Free Skaro (Warren Frey, Steve Schapansky, Chris Burgess)

Thanks to Renovation for \$3000 grant to help us bring RFS and their partners. Nicola and Kelley are promoting their appearance as a 25-year reunion of the Clarion Workshop where they met.

We have begun a "return to Westercon" campaign to all past Westercon GOHs and chairs, with several positive results already: John and Bjo Trimble have already joined; numerous other responses just from initial contacts.

Hotel:

Registration should go live for us to test this week, target open to public August 1.

Need Quote for Wireless (have potential corporate sponsors).

Publications

PR 1 was released July 5. Communications is scheduling 3-4 more. Bid Schedule is already posted on site; planning key releases for important dates in that cycle.

Program

In light of our GOHs, our program head (Chris Doyle) and we are planning a strong feminism/gender track in our program. We also are looking at a strong hard science program, and a good set of hands-on items.

Sacramento fan groups already offering serious involvement: Amtgard LARP group offered to run boffer wars for kids.

Recruitment

1st open committee meeting Sunday July 29, 2012, at Hilton Arden West, Sacramento. We hope to recruit lots of local fans/groups at meeting.

Open key roles (we hope to continue our "doubling" pattern of one person well known to us, plus one local to Sacramento area):

- Art Show
- Exhibits
- Music
- Operations

**Appendix E: Westercon 66 Committee, Profit & Loss, Lifetime to Date,
June 29, 2012**

	<u>Jun 29, 12</u>
Ordinary Income/Expense	
Income	
4300 · Convention Income	
4400 · Convention Membership	
4410 · Site Selection	2,375.00
4420 · Attending	7,250.00
4490 · Supporting	<u>60.00</u>
Total 4400 · Convention Membership	<u>9,685.00</u>
Total 4300 · Convention Income	<u>9,685.00</u>
Total Income	<u>9,685.00</u>
Gross Profit	9,685.00
Expense	
6000 · Front Office Expenses	
6100 · Front Office Expenses	
6150 · Online Registration Fees	553.72
6100 · Front Office Expenses - Other	<u>25.00</u>
Total 6100 · Front Office Expenses	578.72
6200 · Treasurer Expenses	205.66
6230 · Bank Fees	
6240 · Credit Card Fees	<u>339.44</u>
Total 6230 · Bank Fees	<u>339.44</u>
Total 6000 · Front Office Expenses	1,123.82
7010 · Advertising	
7011 · Flyers	<u>245.22</u>
Total 7010 · Advertising	<u>245.22</u>
Total Expense	<u>1,369.04</u>
Net Ordinary Income	<u>8,315.96</u>
Net Income	<u><u>8,315.96</u></u>

Appendix F: Westercon 66 Committee, Balance Sheet, June 29, 2012

	<u>Jun 29, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Meriwest Credit Union-Checking	7,330.96
1050 · Cash Box	
1055 · Registration Cash Box	<u>225.00</u>
Total 1050 · Cash Box	225.00
1070 · Cash in Corporate Accounts	
1080 · Credit Card Account	<u>760.00</u>
Total 1070 · Cash in Corporate Accounts	<u>760.00</u>
Total Checking/Savings	<u>8,315.96</u>
Total Current Assets	<u>8,315.96</u>
TOTAL ASSETS	<u><u>8,315.96</u></u>
LIABILITIES & EQUITY	
Equity	
Net Income	<u>8,315.96</u>
Total Equity	<u>8,315.96</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,315.96</u></u>