



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 16, 2019, Sunnyvale, California

1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, March 16, 2019, in the home of Cindy Scott, 969 Asilomar Terrace #6, Sunnyvale CA 94086-2438. The meeting was called to order at 11:11 AM Pacific Daylight Time, President David Gallaher presiding and Secretary Kevin Standlee* recording. Members present (*by conference call ‡director emeritus): Sandra Childress (joined 11:36 AM), David W. Clark, David Gallaher, Bruce Farr* (left 11:24 AM), Lisa Deutsch Harrigan, Cheryl Morgan*, Kevin Roche, Cindy Scott, Randy Smith, Kevin Standlee*, Andy Trembley, Jennifer “Radar” Wylie. Members absent: Tom Whitmore‡. Others present: Christine Doyle, Lisa Hayes*. Proxies: None.

4.3. SMOFCon 2018 Committee

[Taken out of order due to Mr. Farr’s time constraints.] Committee Chair Bruce Farr submitted a written report in advance of the meeting (see Appendix). About 160 people attended. The convention had a surplus and donated money to the following SMOFCon and will return a surplus to the SFSFC general fund. The Committee anticipates requesting that it be discharged at the next regular meeting.

2. Previous Minutes

The minutes of the November 17, 2018 Regular Meeting and November 17, 2018 Meeting of Directors and Directors-Elect were previously approved as distributed by unanimous consent via the Board e-mail list.

3. Officer Reports

3.1. President

The President asked Mr. Farr to report on directors’ insurance. Coverage is available for Directors & Officers Insurance and Errors & Omissions insurance. SFSFC is authorized by its bylaws (section 3.13) to purchase such insurance to indemnify directors, officers, volunteers, etc. and there is an existing resolution authorizing this purchase for up to \$1500/year. Mr. Farr will work on obtaining a firm quote for the kind of insurance we want in accordance with the existing authorization.

Mr. Farr left at 11:24.

3.2. Treasurer

Treasurer Lisa Deutsch Harrigan distributed copies of General Fund financial statements (see Appendices A-B) in advance of the meeting. The corporate-only statements do not always exactly reflect reports from individual committees due to report timing. She also reported that we

filed our federal and state informational returns that were originally due August 15, 2018. (The extended deadline was February 15, 2019; we filed on February 13.)

The Treasurer discussed the acquisition of accounting software and the issues surrounding it for use with our committees.

Ms. Childress joined the meeting at 11:36 AM.

3.3 Secretary

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

Ms. Morgan reported that we did not have the e-mail mapping for the CostumeCon accounts set up correctly for the CostumeCon39.org domain, but that this is now corrected, and directions sent to the Board e-list.

Assistant Secretary Lisa Deutsch Harrigan will file and pay for our required bi-annual Statement of Information to the California Secretary of State.

4. Standing Committee Reports

4.1. 2018 Worldcon Operating Committee

2018 Worldcon Operating Committee Chair Kevin Roche reported. At 11:38 AM the meeting went into Committee of the Whole, Vice President David W. Clark presiding, to discuss the report of the 2018 Worldcon Operating Committee. At 12:02 PM the Committee of the Whole rose and reported:

- The committee reported on the status of ongoing litigation.
- The committee is working on discharging its remaining responsibilities, including financial reporting, post-convention mailings, and expense reimbursements. This includes the traditional reimbursement of memberships for those persons who volunteered for the convention (including program participants), as well as pass-along funds.
- We have paid SpikeCon and CoNZeland their advance supporting membership (voting fees) collected as part of our administration of the NASFiC and Worldcon Site Selection.
- We are developing an action plan for sorting out and eventually closing our storage unit.

4.2. CostumeCon 2021 Committee

Treasurer Lisa Deutsch Harrigan distributed copies of financial statements for the CostumeCon 39 committee (see Appendices C-D). At 12:05 PM, the meeting went into Committee of the Whole, Dave. W. Clark presiding, to discuss CostumeCon 39 (2021). At 12:17 PM, the Committee of the Whole rose and reported:

- Membership is currently 69 people. The committee is using Grenadine as our registration platform and has set up a Stripe account in the name of the corporation.
- The committee is obliged to change its dates to April 23-26, 2021 due to a facilities availability issue.
- The committee continues to promote the event at other conventions.
- The first official staff meeting is planned for June of this year.

4.4. New Zealand 2020 Committee

Randy Smith submitted a written report (see Appendix E-F).

Worldcon 76 has passed along \$10,000 in pass-along funds and the advance supporting memberships (voting fees) collected by Worldcon 76 in Site Selection to CoNZealand.

The meeting recessed at 12:23 PM and reconvened at 12:38 PM.

5. New Business

5.1 Future Strategic Development

At 12:39 PM, the Board went into Committee of the Whole, David W. Clark presiding, to discuss future strategic development of the corporation. At 1:46 PM, the Committee of the Whole rose and reported:

- The COTW recommends that the corporation bid for the 2021 Westercon in Tonopah, Nevada, in accordance with the prospectus submitted by Kevin Standlee and Lisa Hayes.

The COTW moved the adoption of Resolution 2019-01:

Resolution 2019-01: Westercon 2021 Committee

Resolved, That there is established a Westercon 2021 Organizing Committee as a standing committee of SFSFC, per section 6.1 of the SFSFC Bylaws;

Resolved, That the Westercon 2021 Organizing Committee is directed to bid for the 2021 West Coast Science Fantasy Convention (Westercon) and, if selected, operate the 2021 Westercon;

Resolved, That the Committee is instructed to operate under the current revision of the Procedures for Lifecycle of a Standing Committee.

Resolved, That the Committee is instructed to present a report of its finances and summary of its activities to every regular SFSFC Board meeting and also at such times as it may be directed by the Treasurer or President of the Corporation or by Board resolution, and that a failure to do so shall be considered a default of its responsibilities;

Resolved, That upon the discharge of the Committee, any remaining funds of the Committee shall be returned to the SFSFC General Fund; and

Resolved, That the Committee shall be discharged no later than December 31, 2021, unless otherwise provided by the Board.

Resolution 2019-01 was adopted by unanimous consent.

The President appointed Kevin Standlee as Chair of the Westercon 2021 Committee, and this appointment was ratified by unanimous consent.

The Board discussed the mechanics of filing a bid with the 2019 Westercon.

6. Announcements/Future Meetings

6.2. 2019 Meetings

Remaining scheduled meeting dates for 2019 are as follows:

- Saturday, July 20, 2019, 11 AM PT, Cindy Scott's residence
- Saturday, November 16, 2019, 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 1:55 PM.

Kevin Standlee
Secretary

[Approved March 30, 2019]

Appendix A: SFSFC General Fund Profit & Loss, Fiscal Year to date, March 16, 2019

Note that the General Fund does not include any of the corporation's other funds, such as the 2018 Worldcon or CostumeCon 39.

	<u>Apr '18 - Mar 19</u>
Ordinary Income/Expense	
Income	
Interest Income	2.28
Total Income	<u>2.28</u>
Gross Profit	2.28
Expense	
Treasury Expense	50.00
Internet	260.08
Tax	
State	<u>85.00</u>
Total Tax	<u>85.00</u>
Total Expense	<u>395.08</u>
Net Ordinary Income	<u>-392.80</u>
Net Income	<u><u>-392.80</u></u>

Appendix B: SFSFC General Fund Balance Sheet, March 16, 2019

Note: "Corporate Money" accounts are general unrestricted 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 16, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
100000 - Corporate Money	
100100 - Main Checking	3,106.09
100300 - CD #1	3,839.48
100200 - Construction Checking	<u>100.00</u>
Total 100000 - Corporate Money	7,045.57
102000 - Convention Bank Accounts	
102100 - Smofcon 2018	3,133.63
102200 - Worldcon 76 Checking	116,798.83
102300 - PayPal - Worldcon 76 Only	29,972.24
102400 - Worldcon Money Market	400,968.64
102500 - Worldcon 76 CD	25,054.97
102600 - Worldcon Art Show	9,490.53
102700 - Worldcon Square	319.64
102800 - New Zealand in 2020	80.00
102900 - Costumecon 39	<u>2,127.16</u>
Total 102000 - Convention Bank Accounts	<u>587,945.64</u>
Total Checking/Savings	594,991.21
Accounts Receivable	
Accounts Receivable	
NZ in 2020 Start Up Funds	<u>120.00</u>
Total Accounts Receivable	<u>120.00</u>
Total Accounts Receivable	120.00
Other Current Assets	
SJin2018 Cash Fund	711.67
SFSFC Petty Cash Fund	105.43
1499 - Undeposited Funds	<u>35,109.91</u>
Total Other Current Assets	<u>35,927.01</u>
Total Current Assets	631,038.22

Other Assets	
Other Assets	
Worldcon Other Assets	67,698.13
Messner Reeves Retainer	5,000.00
Worldcon Paid Corp Expenses	<u>539.03</u>
Total Other Assets	<u>73,237.16</u>
Total Other Assets	<u>73,237.16</u>
TOTAL ASSETS	<u>704,275.38</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	
Expenses Pd by WC76 for Corp	539.03
Acct Pay - Worldcon 76	13,615.32
Worldcon 76 Credit Card	721.43
2000 - Accounts Payable - Other	<u>100.00</u>
Total 2000 - Accounts Payable	<u>14,975.78</u>
Total Accounts Payable	14,975.78
Other Current Liabilities	
Reserves for Future Cons	
Reserves for Worldcon 76	<u>616,061.82</u>
Total Reserves for Future Cons	<u>616,061.82</u>
Total Other Current Liabilities	<u>616,061.82</u>
Total Current Liabilities	<u>631,037.60</u>
Total Liabilities	631,037.60
Equity	
Temp. Restricted Net Assets	-616,061.82
Adjusted Earnings	4,319.83
3900 - Retained Earnings	683,245.41
Net Income	<u>1,734.36</u>
Total Equity	<u>73,237.78</u>
TOTAL LIABILITIES & EQUITY	<u>704,275.38</u>

Appendix C: CostumeCon 2021 Profit & Loss, April 1, 2018 - March 16, 2019

	<u>Apr '18 - Mar 19</u>
Ordinary Income/Expense	
Income	
4300 · Convention Income	
4301 · Membership	
4320 · Full Attending	2,450.00
4302 · Site Selection	<u>20.00</u>
Total 4301 · Membership	<u>2,470.00</u>
Total 4300 · Convention Income	<u>2,470.00</u>
Total Income	2,470.00
Expense	
60000 · General Expenses	
6080 · Credit Card Fees	
6082 · Stripe Fee	2.04
6081 · Square	<u>30.20</u>
Total 6080 · Credit Card Fees	<u>32.24</u>
Total 60000 · General Expenses	32.24
62100 · Contract Services	
62120 · Grenandine Fee	<u>2.10</u>
Total 62100 · Contract Services	2.10
66000 · Publicity	
66010 · Hospitality = Party Room	<u>200.00</u>
Total 66000 · Publicity	<u>200.00</u>
Total Expense	<u>234.34</u>
Net Ordinary Income	<u>2,235.66</u>
Net Income	<u><u>2,235.66</u></u>

Appendix D: CostumeCon 2021 Balance Sheet, March 16, 2019

	<u>Mar 16, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 - Checking Account	<u>2,127.16</u>
Total Checking/Savings	<u>2,127.16</u>
Total Current Assets	<u>2,127.16</u>
TOTAL ASSETS	<u><u>2,127.16</u></u>
LIABILITIES & EQUITY	
Equity	
32000 - Unrestricted Net Assets	-108.50
Net Income	<u>2,235.66</u>
Total Equity	<u>2,127.16</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,127.16</u></u>

Appendix E: Report of New Zealand 2020 Agent Committee, March 16, 2019

One update to the last report:

The bid promotional items that were sent to CapClave were passed on to OryCon, not PhilCon. According to Ben Yalow, all items were distributed.

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

1. Met with other members of the bid committee at SMOFCon to discuss finances, logistics, and promotional plans among other matters.
2. Participated in a CoNZealand committee meeting remotely.
3. Obtained a debit card for use with the CoNZealand bank account.
4. Obtained paperwork from the bank so that Dave Gallaher can be added as a signer on the bank account.
5. Paid several bills (See Financial Report).

Next Steps

1. Continue coordinating the shipment of promotional items to conventions in North America. This will include working with other CoNZealand operating committee members to determine which conventions will have tables and parties and who will be coordinating them.
2. Make regular reports to the CoNZealand operating committee, including financial reports.
3. Participate virtually in CoNZealand meetings when possible.
4. Finish coordinating the addition of Dave Gallaher to the bank account and obtain a debit card for him.

Respectfully Submitted,

Randy Smith

Chair, CoNZealand Agent Committee

**Appendix F: New Zealand 2020 Agent Committee Financial Report,
March 16, 2019****CoNZealand Agent Committee
Financial Report**

Bank Balance – 11/17/2019 \$5,339.35

Deposits -- None

Bills Paid

Richard Foss – Wine for LosCon	\$ 110.28
Patricia Parsons – Party Supplies for SMOFCon	\$ 189.97
Phandemonium, Inc. – Ad in CapriCon Program Book	<u>\$ 200.00</u>

TOTAL BILLS PAID \$ 500.25

TOTAL FUNDS REMAINING IN THE USA ACCOUNT \$ 4,839.10

Notes: Bank account balance as of 3/15/2019 is \$4,959.10.

Check no. 103 made out to San Francisco Science Fiction Conventions, Inc. for \$120 is still outstanding.

Appendix G: Tonopah in 2021 Westercon Bid Prospectus

By Kevin Standlee and Lisa Hayes

Westercon 2021 Bidding Situation

The deadline for filing a bid to be on the ballot to host the 2021 Westercon is April 15, 2019. As of this writing, no bids have filed, and there is no sign of any groups filing of which we are aware. The deadline for filing a bid of any sort to be eligible to win the site selection election is the close of voting on July 5, 2019. If no bid files (and thus no eligible bid wins the election), the 2019 Westercon Business Meeting will select a committee to run the 2021 Westercon, or, if they are unable to decide, the Board of Directors of the Los Angeles Science Fantasy Society (owners of the Westercon service mark) will be responsible for deciding.

In case no “traditional” bid files by April 15, we propose presenting a bid to host the 2021 Westercon in Tonopah, Nevada, at the Tonopah Convention Center, using the Mizpah Hotel, Belvada Hotel, and other area hotels.

Where is Tonopah?



- Tonopah is approximately halfway between Reno (230 miles) and Las Vegas, Nevada (210 miles), at the junction of US-95 (north-south highway) and US-6 (east-west highway)
- No, not Tonopah, Arizona!
- Population 2,627 (2000 census)

How can I get to Tonopah?

- Nearest commercial airports: Reno, Las Vegas



- Private planes can fly to Tonopah Airport
- Nearest Amtrak station: Reno
- Automobiles
 - o From Reno and points north: US-95 south via Fernley
 - o From Las Vegas and points south: US-95 north
 - o From the Bay Area and Sacramento: CA-120 through Yosemite, then US-6 east
 - o From Los Angeles and Southern California: US-395 to Bishop, then US-6 east
 - o From Utah and points East: I-80 to south US-95, or I-70/I-80 to I-15 to US-6 west
 - o All parking is free
 - o No parking structures; all parking is street-level; no clearance issues
 - o RV parking available
- Bus: No regular service (previous carrier went into bankruptcy December 2018)
- Horseback (municipal corral \$5/head/day)
- UFO (Check with US Air Force in advance)

What if I'm flying to Reno or Las Vegas?

- While regularly-scheduled daily bus service between Las Vegas-Tonopah-Reno has been suspended due to the bankruptcy of Silverado Stages, we anticipate contacting charter-bus operators to run a service from either or both cities to accommodate people flying into either city (or taking the train to Reno).
- If there is enough interest, we would suggest that people flying in coordinate plans to stay in the same place (easier for the bus to pick up anyway) and hold a "pre-con."
- Encourage people to share rental cars
- Auto tour of western Nevada attractions
- Tour of Nuclear Test Site (very few openings; books up many months in advance; logistically inconvenient because it begins/ends in Las Vegas with no intermediate pickup/dropoff)

What's the weather like? (average high/low temperatures)

- July average temperatures: high 33 C (91 F), low 14 C (57 F)
 - o Temperatures are broadly comparable to Logan UT
 - o In contrast, Tempe is about 10 C (18 F) degrees warmer, both high and low
- High desert: nights might be slightly chilly, with warm-to-hot days
- Negligible chance of rain

What sort of convention facilities are there?



- <http://www.tonopahnevada.com/convention-center/>
- **Extremely reasonable rates:** \$300/48 hours + \$100/each additional day + \$150 deposit (additional charges for use of kitchen and bar apply)



- Main hall (can be subdivided)
- Includes long bar (\$25 extra)



- 2 separate meeting rooms



- Full kitchen (\$100/day)



- Rooms equipped with projectors and other A/V facilities



- Mizpah Hotel has one function room above the adjacent Mizpah Club



- Function space in Tonopah Station Hotel



- Potential outdoor function space (catered BBQ?) at Tonopah Station Hotel
- Parties: Either club them all together in the Convention Center (which we can have 24 hours and can use the kitchen), or use the Tonopah Station, which has two suites, the patio, and a currently unused bar on the lower level that looks suitable for events.
- Convention Center and Mizpah Hotel are non-smoking
 - o Mizpah Club (separate building from hotel) and other casinos allow smoking

What hotels are there, and where are they relative to the Convention Center?

Hotel	Approximate Distance from Convention Center	Total Rooms	Representative Room Price (July 2019) +9% room tax	Notes
Downtown (Relatively easy walking distance)				
Mizpah	450 ft / 140 m	47	\$104-\$159	Historic rehabilitation; themed rooms
Belvada	480 ft / 145 m			Under construction; projected to be open by 2021
Old Brewery Hostel	690 ft / 210 m	10		Hostel; shared bathroom, 2 queen + 8 large common rooms
Jim Butler Inn	525 ft / 160 m	24	\$75	
Best Western Hi-Desert Inn	1500 ft / 450 m	88	\$110-\$160	Microwave/refrigerator/breakfast included. 3-queen-bed suite available
Humbug Flats	1300 ft / 400 m	43		
North of Downtown				
Crown Motel	0.6 mi/ 950 m	30		Kitchenettes in some rooms
National 9 Inn	0.9 mi / 1.4 km		\$50	
South of Downtown				
Tonopah Station	1 mi/ 1.7 km	78	\$73-135	RV spaces available; 3 suites; 2 suitable for room parties. Also could be site for additional activities; public laundromat
Economy Inn	1 mi/ 1.7 km	32		

- 416 rooms listed on Tonopah town web site (unable to get room counts on all hotels listed above)
- Only chain motel: Best Western



- Mizpah Hotel (includes historically themed rooms)



- Jim Butler within easy walking distance
- Belvada (under reconstruction by Mizpah ownership group)



- Budget Old Brewery Hostel behind Mizpah



- Tonopah Station at south end of town (grocery store adjacent)



- Tonopah Station has two suites suitable for parties, one with a built-in four-stool bar



- 4 RV parks, one of which is on site of the Tonopah Station Hotel



- Budget-minded hotels



- Yes, this is where the world-famous Clown Motel is!

What sort of Restaurants are there?

- 11 restaurants listed on town web site, ranging from fast food to medium-high-end dining



- Hotel restaurants in Mizpah and Tonopah Station
- Pizza, Tonopah Brewing Co in downtown

What other attractions are there?



- Mining Park



- Central Nevada Museum



- Crescent Dunes solar thermal power plant (We'll contact them about possible tours)



- Stargazing Park (Darkest Skies; We'll contact locals who run guided stargazing)



- Large used book store in downtown



- Area railroad history



- Historic near-ghost town of Goldfield (south of Tonopah; convenient if driving from Las Vegas)
- If driving to Tonopah from Las Vegas, alternate route via the Extraterrestrial Highway and other Central Nevada attractions

What's the accessibility of the site?



- Convention Center and Hotels are ADA compliant
- Not all rooms in all hotels are accessible, but all hotels have some accessible rooms



- Streets can be challenging (Tonopah is on the side of a mountain.)
- Will investigate providing shuttles at least for people with mobility issues

Special facilities



- Downtown electric car-charging facilities (US-95/Main Street is named the Electric Highway)

Why Tonopah?



- We'll own the city for the weekend!
- It can do events of our projected 100-500-person size, per Mizpah sales manager
 - o Hosted a meeting-planner conference in 2017
 - o Annual Jim Butler Days (Memorial Day) event brings lots of people to town
 - o Independence Day weekend is a slack period
- Low cost facilities
- Green site: power generated by cutting-edge solar thermal power plant (even at night!)
- Trading inconvenient location for inexpensive facilities and low overall costs