



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 20, 2019, Sunnyvale, California

1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, July 20, 2019, in the home of Cindy Scott, 969 Asilomar Terrace #6, Sunnyvale CA 94086-2438. The meeting was called to order at 11:12 AM Pacific Daylight Time, President David Gallaher presiding and Secretary Kevin Standlee recording. Members present (*by conference call ‡director emeritus): Sandra Childress*, David W. Clark, David Gallaher, Bruce Farr, Lisa Deutsch Harrigan, Cheryl Morgan*, Kevin Roche, Randy Smith, Kevin Standlee, Andy Trembley, Jennifer “Radar” Wylie. Members absent: Cindy Scott, Tom Whitmore‡. Others present: Christine Doyle. Proxies: Cindy Scott to Kevin Roche.

2. Previous Minutes

The minutes of the March 16, 2019 Regular Meeting 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. Mr. Farr reported that he has, on SFSFC’s behalf and by previous authorization, applied for a \$1 million coverage “Directors and Officers” insurance, with a \$600/year premium, through NIAC (Nonprofit Insurance Alliance of California).

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 will file extensions for filing our federal and state informational returns that were originally due August 15, 2019. She also reported that she filed the corporation’s annual statement with the California Secretary of State’s office.

3.3 Secretary

The corporate web site is up to date (including showing Tonopah as having won Westercon 74). If you see something out of date, contact the Secretary.

Assistant Secretary Cheryl Morgan discussed some of the other sites that we host.

4. Standing Committee Reports

4.1. 2018 Worldcon Operating Committee

2018 Worldcon Operating Committee Chair Kevin Roche reported. At 11:26 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 11:42 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. (See Appendices C-D for financial statements.)
- Worldcon 76 had 7901 total memberships, 6091 warm bodies of all types, and 1810 supporting memberships. (See Appendix E for a breakdown by country.) A detailed report will be forwarded to the WSFS FOLLE (Long List) committee.
- We continue to work on sorting out and eventually closing our storage unit, but it's not complete yet.

4.2. CostumeCon 2021 Committee

At 11:43 PM, the meeting went into Committee of the Whole, Dave. W. Clark presiding, to discuss CostumeCon 39 (2021). At 11:57 PM, the Committee of the Whole rose and reported:

- Membership is currently 80 people.
- The committee continues to promote the event at other conventions and will cooperate with the Tonopah Westercon committee to maximize promotional coverage.
- The Committee of the Whole recommends that Christine Doyle be appointed as co-chair of the CostumeCon 2021 Committee

The President appointed Christine Doyle as co-chair of the CostumeCon 2021 Committee. This appointment was ratified by unanimous consent. The Secretary will add her to the Board e-mail list and will update the director list and distribute the revised list to the Board.

4.3 SMOFCon 2018 Committee

Bruce Farr reported and submitted a financial report (See Appendix). There were about 175 members total and around 166 bodies on site.

The SMOFCon 2018 Committee anticipates requesting that it be discharged at the next regular meeting after disposing of its remaining assets, including turning the remaining assets over to the General Fund.

4.4. New Zealand 2020 Committee

Randy Smith submitted a written report and financial statement (see Appendices F-G). The Board generally discussed the items in the report but took no action.

The meeting recessed at 12:15 PM and reconvened at 12:30 PM.

4.5. Westercon 2021 Organizing Committee

Westercon 2021 (Tonopah) Organizing Committee Chair Kevin Standlee reported. We won! We received 82 of the 134 votes expressing a preference (61%), with 51 votes for Phoenix and 1 for “Both.”

At 12:31 PM, the meeting went into Committee of the Whole, Dave. W. Clark presiding, to discuss the 2021 Westercon. At 1:26 PM, the Committee of the Whole rose and reported:

- Membership is currently 8 new attending, 68 voted+upgraded attending (76 total attending) and 71 voters who have not yet converted. We are working on the mechanics of voters being able to upgrade online. We will contact voters who have not upgraded to give them their options.
- The committee is using Grenadine as our registration platform and Stripe as our credit card processor from Grenadine. In-person sales are processed through Square.
- No financial statement is available for the committee yet because we’re still processing everything we took in at Westercon 72/SpikeCon and have not yet established a bank account.
- The convention’s web site, westercon74.org, is online and the committee is working on getting additional information online. The Committee has advised its members via social media channels that the committee will be mostly unavailable for the period around Worldcon this year.
- We need to set up a gSuite for Westercon 74.
- The corporate PO Box in Sunnyvale is the current mailing address of the convention.
- Discussions regarding filling committee positions are ongoing.
- Sandra Childress is announced as Travel coordinator.
- Bruce Farr is Treasurer and will be getting an insurance quote for our liability and possible other insurance needs.
- The COTW recommends that the Treasurer appoint Bruce Farr as an Assistant Treasurer of the corporation.
- The COTW recommends that the Board adopt a blanket banking resolution and authorize Mr. Farr to open a bank account in the name of Westercon 74 at a bank of his choosing.

Treasurer Lisa Deutsch Harrigan appointed Bruce Farr as an Assistant Treasurer of the corporation.

The Committee of the Whole moved the adoption of the following resolution:

Resolution 2019-02: Westercon 74 Banking

Resolved, That the Treasurer, Lisa Deutsch Harrigan and the Assistant Treasurer, Bruce Farr, are authorized to execute standard banking resolutions with a bank of Mr. Farr’s choosing on behalf of the corporation for the purpose of opening a bank account for Westercon 74, and that all signers designated by the Treasurer, including, but not necessarily limited to, Lisa Deutsch Harrigan, Bruce Farr, and Kevin Standlee, are authorized to open, close, or change any such account.

Resolution 2019-02 was adopted by unanimous consent.

5. New Business

There was no new business.

6. Announcements/Future Meetings

6.2. 2019 Meetings

Remaining scheduled meeting dates for 2019 are as follows (including a change designated by the President):

- Saturday, November 23, 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 1:32 PM.

Kevin Standlee
Secretary

[Approved: August 9, 2019]

Appendix A: SFSFC General Fund Profit & Loss, Fiscal Year to date, July 20, 2019 and Fiscal Year 2018 (Ending March 31, 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 '19 - Mar 20</u>	<u>Apr '18 - Mar 19</u>
Ordinary Income/Expense		
Income		
Interest Income	2.26	2.28
Total Income	<u>2.26</u>	<u>2.28</u>
Gross Profit	2.26	2.28
Expense		
Treasury Expense	0.00	135.55
Internet	0.00	260.08
Tax		
State	<u>0.00</u>	<u>85.00</u>
Total Tax	<u>0.00</u>	<u>85.00</u>
Total Expense	<u>0.00</u>	<u>480.63</u>
Net Ordinary Income	<u>2.26</u>	<u>-478.35</u>
Net Income	<u><u>2.26</u></u>	<u><u>-478.35</u></u>

Appendix B: SFSFC General Fund Balance Sheet, July 20, 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>Jul 20, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
100000 - Corporate Money	
100100 - Main Checking	3,142.69
100300 - CD #1	3,841.74
100200 - Construction Checking	<u>100.00</u>
Total 100000 - Corporate Money	7,084.43
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	595,030.07
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	631,077.08

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><u>704,314.24</u></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	
WC74 Funds in Corp Checking	670.99
CC39 Funds In Corp Checking	451.16
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>617,183.97</u>
Total Current Liabilities	<u>632,159.75</u>
Total Liabilities	632,159.75
Equity	
Temp. Restricted Net Assets	616,061.82
Adjusted Earnings	4,319.83
3900 - Retained Earnings	683,894.22
Net Income	<u>2.26</u>
Total Equity	<u>72,154.49</u>
TOTAL LIABILITIES & EQUITY	<u><u>704,314.24</u></u>

Appendix C: Worldcon 76 Income Statement, Lifetime Through June 30, 2019

	<u>Aug 20, '16 - Jun 30, 19</u>
Income	
4290200 · Hotel Rebates	82,110.00
4200000 · Convention Income	
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	593,227.45
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	<u>165,298.25</u>
Total 4210000 · Adult Attending	939,571.85
4230000 · YA Attending	
4230100 · YA Attending	7,795.00
4230200 · YA Vote Upgrade	<u>160.00</u>
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	<u>53,280.00</u>
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	<u>21,885.00</u>
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	19,019.92
4260500 · Advertising - Other	<u>2,665.00</u>
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	7,703.52
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	5,760.00
4270920 · Mexicanx Initiative Travel Fund	16,444.19
Total 4270900 · Mexicanx donations	22,204.19
4270930 · LGBTQ Initiative Donations	6,563.00
Total 4270000 · Donations and Grants	185,660.58
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	760.95
Total 4200000 · Convention Income	1,431,277.92
4290100 · Sponsorships	150.00
Total Income	1,513,537.92
Gross Profit	1,513,537.92
Expense	
6200000 · Convention Expenses	
6205000 · Tech	
6205064 · Tech crash rooms	373.72
6205066 · Tech Misc	3,119.06
6205062 · Tech Transportation	9,363.14
6205025 · Main Stage Equipment	479.22
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
Total 6205000 · Tech	193,321.14
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	542.28
6203011 · Cartographer	29.16
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	169.33
6203071 · Callahan's Decorations	2,393.25
6203016 · Curated Exhibits Misc	<u>1,393.17</u>
Total 6203000 · Exhibits Expenses	24,322.36
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	9,623.52
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	71,964.38
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	
6201024 · MexicanX Travel Fund Expense	11,200.00
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	39,606.02
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	88,000.51
6207000 · Promotions & Publicity	
6207040 · Domain Registration	90.87
6207015 · Lanyards for LTUE	568.80
6207012 · Party Room	2,689.87
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	261.93
6207013 · Party Supplies	11,346.87
6207016 · Online Advertising	9.70
6207010 · Ads in Other Program Books	1,608.22
Total 6207000 · Promotions & Publicity	26,768.99
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	271,179.37

6210000 · Facilities - Other	90,200.05
Total 6210000 · Facilities	572,575.72
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	
6209035 · Hugo Trophy Shipping	682.76
6209037 · Hugo Packet Hosting	201.80
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	9,660.40
6209036 · Hugo mailing list expenses	740.81
6209000 · WSFS Expenses - Other	36.67
Total 6209000 · WSFS Expenses	19,760.17
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	660.87
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	<u>2,400.00</u>
Total 6204010 · GoH Expenses	<u>5,136.01</u>
Total 6204000 · Programming Expenses	15,073.84
6208000 · Publications Expenses	
6208081 · Post Con Souvenir Book Shipping	1,330.40
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	958.64
6208000 · Publications Expenses - Other	<u>22.40</u>
Total 6208000 · Publications Expenses	66,160.72
6206000 · Finance Division	
6206074 · PAF - NASFiC 2019	2,500.00
6206072 · PAF NewZealand	10,000.00
6206071 · PAF - Dublin	10,000.00
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	435.93
6206016 · Bank Charges	1,372.51
6206021 · Fictitious Business Name Filing	149.00
6206019 · SFSFC PO Box	189.50
6206030 · Registration Supplies	4,206.48
6206015 · Event Insurance	1,238.54
6206000 · Finance Division - Other	<u>301.65</u>
Total 6206000 · Finance Division	<u>127,264.08</u>
Total 6200000 · Convention Expenses	<u>1,274,598.32</u>
Total Expense	<u>1,274,598.32</u>
Net Income	<u><u>238,939.60</u></u>

Appendix D: Worldcon 76 Balance Sheet, June 30, 2019

	<u>Jun 30, 19</u>	
ASSETS		
Current Assets		
Checking/Savings		
11000 · Corporate Bank Accounts		
11100 · Worldcon 76	63,336.05	
11110 · Money Market	201,442.32	
11200 · Paypal	<u>3,567.49</u>	
Total 11000 · Corporate Bank Accounts	268,345.86	
12000 · Cash on hand		
12100 · Sales Table Cash	711.67	
12200 · Petty Cash	<u>3,091.65</u>	
Total 12000 · Cash on hand	<u>3,803.32</u>	
Total Checking/Savings	272,149.18	
Other Current Assets		
14500 · Undeposited Funds	<u>21,621.51</u>	Should be zero
Total Other Current Assets	<u>21,621.51</u>	
Total Current Assets	293,770.69	
Other Assets		
18600 · Other Assets		
18620 · Items paid for Corporation	642.03	
18690 · Messner Reeves Retainer	<u>5,000.00</u>	
Total 18600 · Other Assets	<u>5,642.03</u>	
Total Other Assets	<u>5,642.03</u>	
TOTAL ASSETS	<u><u>299,412.72</u></u>	
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 · Accounts Payable	<u>11,139.20</u>	Should be zero
Total Accounts Payable	11,139.20	
Credit Cards		
21000 · Meriwest Credit Card	<u>1,323.58</u>	
Total Credit Cards	1,323.58	
Other Current Liabilities		
26200 · Sales Tax Payable	11,347.00	
26100 · Advance Supporting Mem. Fees		Should be
26110 · 78th Worldcon ASM Fees	5,149.97	zero
26120 · NASFiC 2019 ASM Fees	680.10	Should be

	zero
Total 26100 - Advance Supporting Mem. Fees	<u>5,830.07</u>
Total Other Current Liabilities	<u>17,177.07</u>
Total Current Liabilities	<u>29,639.85</u>
Total Liabilities	29,639.85
Equity	
30000 - Opening Balance Equity	-474.45
32000 - Unrestricted Net Assets	284,622.15
Net Income	<u>-14,374.83</u>
Total Equity	<u>269,772.87</u>
TOTAL LIABILITIES & EQUITY	<u><u>299,412.72</u></u>

Appendix E: Worldcon 76 Membership Distribution by Country**National Distribution of Worldcon 76 Memberships**

All Memberships		Attending Memberships**		Supporting	
		** includes comps, day memberships, kids in tow			
	total 7901		total 6091		total 1810
Country	Count	Country	Count	Country	Count
United States	6994	United States	5657	United States	1337
Canada	237	Canada	142	United Kingdom	118
United Kingdom	180	United Kingdom	62	Canada	95
Australia	100	China	50	Australia	73
Finland	57	Australia	27	Finland	41
China	54	Japan	18	Germany	29
Germany	43	Finland	16	Sweden	17
Sweden	31	New Zealand	16	New Zealand	10
New Zealand	26	Germany	14	Ireland	9
Japan	21	Mexico	14	Netherlands	8
Ireland	17	Sweden	14	Denmark	7
Mexico	15	Ireland	8	France	7
Netherlands	11	Korea, Republic of	5	Switzerland	7
Switzerland	12	Saudi Arabia	5	Belgium	6
France	11	Singapore	5	Israel	5
Israel	9	Switzerland	5	Brazil	4
Denmark	8	France	4	China	4
Singapore	8	Israel	4	Poland	4
Belgium	7	Netherlands	3	Italy	3
Korea, Republic of	5	Slovenia	3	Japan	3
Saudi Arabia	5	Hong Kong	2	Singapore	3
Brazil	4	India	2	India	2
India	4	Norway	2	Norway	2
Italy	4	Taiwan	2	Spain	2
Norway	4	Bahamas	1	Ukraine	2
Poland	4	Belgium	1	Argentina	1
Slovenia	3	Bermuda	1	Austria	1
Hong Kong	2	Bulgaria	1	Croatia	1
Russian Federation	2	Denmark	1	Estonia	1
Spain	2	Georgia	1	Latvia	1
Taiwan	2	Hungary	1	Mexico	1
Ukraine	2	Italy	1	Portugal	1
Argentina	1	Jersey	1	Qatar	1
Austria	1	Russian Federation	1	Romania	1

Bahamas	1	United States Minor Outlying Islands	1	Russian Federation	1
Bermuda	1			South Africa	1
Bulgaria	1			Trinidad and Tobago	1
Croatia	1				
Estonia	1				
Georgia	1				
Hungary	1				
Jersey	1				
Latvia	1				
Portugal	1				
Qatar	1				
Romania	1				
South Africa	1				
Trinidad and Tobago	1				
United States Minor Outlying Islands	1				

Appendix F: Report of New Zealand 2020 Agent Committee, July 20, 2019

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

1. Paid several bills (See Financial Report).
2. Shipped promotional materials, including badge ribbons, flyers, buttons, and T-shirts for distribution at Balticon, CONvergence, and SpikeCon.
3. Distributed flyers, badge ribbons, and buttons at BayCon.
4. Sent copies of bank statements to the CoNZealand Finance Division.
5. Completed a more detailed financial report in advance of CoNZealand's report to the Inland Revenue Department at the end of July.
6. Prepared to make monthly reports to the Finance Division starting in July 2019.
7. Re-inventoried items in Randy Smith's garage and the SFSFC storage unit.
8. Randy Smith and Dave Gallaher consulted virtually with Maree Pavletich in New Zealand regarding what items to ship to Dublin for Dublin 2019.
9. Shipped six (6) boxes of party supplies, promotional items, and T-shirts to the Dublin 2019 storage unit in Ireland.
10. Began making arrangements to have three (3) suitcases taken to Dublin as checked baggage.

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 monthly financial reports to the CoNZealand operating committee.
3. Participate virtually in CoNZealand meetings when possible.

Respectfully Submitted,

Randy Smith

Chair, CoNZealand Agent Committee

Appendix G: New Zealand 2020 Agent Committee Financial Report, July 20, 2019

Bank Balance – 3/15/2019 \$4,959.10

Note: Check no. 103 made out to San Francisco Science Fiction Conventions, Inc. for \$120 had not yet cleared at the time of the last report.

Deposits

3/21/2019 \$45,276.53
 \$10,000 as a first installment of pass-along funds from Worldcon 76.
 \$35,276.33 from Site Selection voting fees less credit card charges.

Bills Paid

5/13/19	Richard Man, Photography	\$	100.00
5/13/19	Helen Montgomery—ConZealand's Share of WSFS Suite @ LosCon	\$	34.35
5/17/19	US Postal Service—Shipping to Balticon	\$	9.30
5/19/19	FedEx—Shipping to SpikeCon	\$	53.96
5/20/19	CONvergence Events, Inc.—Prog. Bk. Ad.	\$	140.00
7/17/19	FedEx—Shipping to Dublin	\$	1,004.94
7/17/19	FedEx—Purchase of extra box for Shipping to Dublin	\$	13.61
	TOTAL BILLS PAID	\$	1,356.16

TOTAL FUNDS REMAINING IN THE USA ACCOUNT \$ 48,879.47

Notes: This amount agrees with the bank account balance shown on 7/19/2019.

Dates for amount paid by check are the date on which the check was written.

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