

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 28, 2020, Sunnyvale, California

1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, March 28, 2020, in the home of Cindy Scott, 969 Asilomar Terrace #6, Sunnyvale CA 94086-2438. The meeting was called to order at 1:05 PM Pacific Daylight Time, President David Gallaher presiding and Secretary Kevin Standlee recording. Members present (*by conference call ‡director emeritus): Sandra Childress*, David W. Clark*, Christine Doyle*, Bruce Farr*, David Gallaher*, Lisa Deutsch Harrigan*, Cheryl Morgan*, Kevin Roche*, Cindy Scott, Randy Smith*, Kevin Standlee*, Andy Trembley*, Tom Whitmore*‡, Jennifer “Radar” Wylie*. Members absent: None. Others present: Lisa Hayes*. Due to the COVID-19 coronavirus restrictions, all members except Ms. Scott attended the meeting by Zoom conference call.

2. Previous Minutes

The minutes of the November 23, 2019 Regular Meeting and Directors-Elect 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 our purchase of “Directors and Officers” insurance is on hold pending the resolution of pending litigation.

3.2. Treasurer

Treasurer Lisa Deutsch Harrigan reported due to computer issues, she was unable to produce quarterly reports for today’s meeting. Our Federal and state informational returns are filed. Assistant Treasurer Cindy Scott advised regarding an issue with a typographical error with our statement of information with the Secretary of State.

The Treasurer’s written report submitted in advance of the meeting was:

We have money

I’ve also had a window leak in the office. And the main computer is still down.

So I’m still getting things entered in the computer. Luckily, I have a laptop and things are being transferred over.

But the Taxes have been filed on time. So that’s done.

Bank Balances
SFSFC \$3,728.47
CC39 \$5,846.98

WESTERCON 74, please note we have money for you in SFSFC account from Square.
AND in CC39 account from Stripe.

At some point we need to discuss getting the money to you.

3.3 Secretary

The corporate web site is up to date. The package for which we are paying that blocks attacks on our web sites (CleanTalk) is doing its job. If you see something out of date, contact the Secretary.

Assistant Secretary Cheryl Morgan reminded everyone that we have one web site that needs sorting out and would like a director concerned about that site to get the ball rolling.

Assistant Treasurer Cindy Scott discussed our ongoing charges from Pair, our hosting service.

4. Standing Committee Reports

4.1. 2018 Worldcon Operating Committee

2018 Worldcon Operating Committee Chair Kevin Roche reported. At 1:21 PM 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 1:34 PM the Committee of the Whole rose and reported:

- The committee reported on the status of ongoing litigation, routine changes in who is assigned our case, reports in the fanish media about the case, and how any ADR (alternative dispute resolution) process may proceed.
- We are considering suspending mailing publications to our non-attending and supporting members until the current medical emergency ends due to considerations about the load on delivery services. The current disruption has put discussions with a printer in Europe for the non-North American printing and delivery on hold.
- Post-con membership and expense reimbursements are identified, but payment depends upon a clarification of post-con mailing expenses.

Financial statements are attached to these minutes. (See Appendices D-E)

4.2. CostumeCon 2021 Committee

At 1:35 PM, the meeting went into Committee of the Whole, Dave. W. Clark presiding, to discuss CostumeCon 39 (2021). At 1:53 PM, the Committee of the Whole rose and reported:

- The committee submitted a report in advance (see Appendix A: CostumeCon 39 Report)
- Membership is currently 142 (across multiple classes). We will offer an online discount code to members of CC38, which was cancelled at the last minute, as we were unable to promote the convention and sell memberships in Montreal.
- We do not expect to see any disruption due to the current coronavirus restrictions, as we are more than one year out from our convention dates. We continue to maintain contact with our facility.

- We have announced Maker Guest of Honor “Evil Ted” Smith. We anticipate another major guest announcement sometime this coming summer.
- The committee continues to promote the event at other conventions and will cooperate with the Westercon 74 Tonopah committee to maximize promotional coverage. This of course is disrupted by the cancellation of all events in the immediate future at which representatives of either or both our conventions were planning to attend.
- About 85% of committee positions are filled. Recruitment is ongoing.
- A financial report has been delayed due to the same computer issues affecting the SFSFC Treasurer.

The COTW recommended the adoption of the following resolution:

Resolution 2020-01: CostumeCon Banking

Resolved, That Resolution 2018-03 regarding banking arrangements for CostumeCon 39 is replaced with the following:

Resolved, That the Treasurer, Lisa Deutsch Harrigan, is authorized to execute standard banking resolutions with Meriwest Credit Union on behalf of the corporation for the purpose of opening a bank account for CostumeCon 39, and that all signers designated by the Treasurer, including, but not necessarily limited to, Christine Doyle, Lisa Deutsch Harrigan and Jennifer Wylie, are authorized to open, close, or change any such account.

Resolution 2020-01 was adopted by unanimous consent.

4.3. New Zealand 2020 Committee

Randy Smith submitted a written report and financial statement (see Appendix B: Report of New Zealand 2020 Agent Committee, March 28, 2020 and Appendix C: New Zealand 2020 Agent Committee Financial Report, March 28, 2020).

At 1:55 PM, the meeting went into Committee of the Whole, Dave. W. Clark presiding, to discuss New Zealand 2020. At 2:10 PM, the Committee of the Whole rose and reported:

- CoNZealand has announced that it will be an online-only “virtual convention.” The CoNZealand committee is discussing how this will affect the convention’s operations.

4.4. Westercon 2021 Organizing Committee

Westercon 2021 (Tonopah) Organizing Committee Chair Kevin Standlee reported. (See Appendices F-I)

At 2:11 PM, the meeting went into Committee of the Whole, Dave. W. Clark presiding, to discuss the 2021 Westercon. At 2:45 PM, the Committee of the Whole rose and reported:

- The convention has 208 total members (155 attending and 53 supporting).
- The corporate PO Box in Sunnyvale is the current mailing address of the convention.
- Discussions regarding filling committee positions are ongoing.
- The committee recommends modifying the formal name of the committee in the corporation’s records to better reflect the committee’s current role as the seated committee for Westercon 74.

The COTW moved the adoption of Resolution 2020-02:

Resolution 2020-02: Westercon 74 Committee

Resolved, That the Westercon 2021 Committee created by Resolution 2019-01 is hereby renamed the Westercon 74 Committee; and

Resolved, That all references to the 2021 Westercon and 2021 West Coast Science Fantasy Convention in Resolution 2019-01 are hereby amended to apply to Westercon 74 and 74th West Coast Science Fantasy Convention, respectively.

Resolution 2020-02 was adopted by unanimous consent. The amended resolution now reads:

Resolution 2019-01: Westercon 74 Committee

Resolved, That there is established a Westercon 74 Organizing Committee as a standing committee of SFSFC, per section 6.1 of the SFSFC Bylaws;

Resolved, That the Westercon 74 Organizing Committee is directed to bid for the 74th West Coast Science Fantasy Convention (Westercon) and, if selected, operate the Westercon 74;

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.

5. New Business

6. Announcements/Future Meetings

6.1. 2020 Meetings

Remaining scheduled meeting dates for 2020 were set as follows:

- Saturday, July 11, 2020, 1 PM, Cindy Scott's residence
- Saturday, November 21, 2020, 11 AM, Cindy Scott's residence

As usual, these dates are subject to change as needed. Ms. Scott reminded the Board that they must coordinate with her should they need to change a meeting date, and if she is unavailable, the Board must arrange for a different location in which to hold its meetings.

7. Adjournment

By unanimous consent, the meeting adjourned at 2:50 PM.

Kevin Standlee
Secretary

[Approved: April 13, 2020]

Appendix A: CostumeCon 39 Report

- Costume-Con 39 is a full year out, and we do not anticipate having to cancel or move the event given the current pandemic issues. That being said, non-essential expenditures are being suspended. We have an initial hotel deposit due and our hotel liaison is working on rescheduling it due to COVID-19.
- Current registration is 142 members. We did not get the expected registration from CC38 since it was cancelled. Due to COVID-19, people are unsure about buying tickets for any event a year out, plus for many people, their jobs are currently in flux and may not have the money right now. We expect a registration push once large events are allowed to start happening again and most folks return to their jobs.
- Given CC38's cancellation, CC39 is coordinating with them to host their Single Pattern and Future Fashion Folio shows. Details are still in the works, but we are planning a separate Single Pattern event. The FFF show may be separate or combined. We will not have separate SF&F or Historical Masquerades. The CC38 "In Memory" segment for 2019 will air along with the CC39 segment for 2020. Depending on interest, there may be a separate section devoted to CC38 Doll Competition entries but this has yet to be decided.
- "Evil Ted" Smith has been announced as our Maker Guest of Honor, and he will be at the convention all four days. He will be promoting his appearance on his various social media channels.
- We started preliminary discussions with an A/V company for our main stage light and sound.
- We are looking to fill the following staff positions sooner rather than later due to preparation lead times. These are (in no particular order): HR Coordinator, Program Book, Tours & Offsite Events, Volunteer Coordinator, Doll Competition head, and Hospitality (Party) Floor Coordinator. We have an offer out for Programming, and are waiting to hear a final answer.
- ALL staff positions will be vetted by Radar (Jennifer) and Christine. There will be no 'filling in a person because they're the first to volunteer'. Masquerade Directors will hire their own staff and their decisions are binding. (Example: If someone wants to staff a competition and the Director says no, there is no 'escalating it to the Chairs', as Chairs will back the decision of the Director.)

Appendix B: Report of New Zealand 2020 Agent Committee, March 28, 2020

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

1. Paid several bills (See Financial Report).
2. Shipped promotional materials, including flyers and chocolates for distribution at several different conventions in the United States including Gallifrey One.
3. Sent copies of monthly bank statements and receipts to the CoNZealand Finance Division.
4. Consulted with Site Selection regarding how we will handle payments and site selection payments.

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.
4. Work with the operating committee to determine how the virtualization of CoNZealand will affect everything we do, including finances and promotions in North America.

Respectfully Submitted,

Randy Smith

Chair, ConZealand Agent Committee

Appendix C: New Zealand 2020 Agent Committee Financial Report, March 28, 2020

Bank Balance – 11/11/2019 \$47,816.49

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

Pass Along Funds from Worldcon 76	\$10,000.00
Membership Payment from David Bloom	253.36
Sale of Superman Statue	50.00
Sale of T-Shirt	25.00
Membership Payment from Vanessa Crouther	<u>200.00</u>
TOTAL DEPOSITS	\$10,528.36

Bills Paid

11/23/2019

Check No. 112 to San Francisco Science Fiction
Conventions, Inc.

Replacing Check No. 103 \$ 120.00

Check No. 113 to Bruce Farr

Cost for taking an extra suitcase to Dublin 110.00

1/27/2020

Federal Express—Shipping Materials 1.73

1/28/2020

Federal Express-Shipping 10.88

2/20/20

United States Postal Service—Shipping 28.55

TOTAL BILLS PAID \$ 271.16

TOTAL FUNDS REMAINING IN THE USA ACCOUNT \$ 58,073.16

Notes: Bank balance on March 28, 2020 shows \$58,175.51.

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

Check no. 112 made out to San Francisco Science Fiction Conventions, Inc. for \$120 is still outstanding.

There is a difference of \$17.65 to CoNZealand's benefit that I am unable to find.

Appendix D: Worldcon 76 Income Statement, August 20, 2016 through February 29, 2020

Appendix E: Worldcon 76 Balance Sheet, February 29, 2020

Appendix F: Report of Westercon 2021 (Westercon 74 Tonopah) Committee, March 26, 2020

Appendix G: Map of Tonopah Convention Center with Measurements

Appendix H: Westercon 2021 Financial Results, February 29, 2020

Appendix I: Tonopah 2021 Budget Version 2019-12-07

San Francisco Science Fiction Conventions, Inc.

Profit & Loss

August 20, 2016 through February 29, 2020

Aug 20, '16 - Feb 29, 20

Income

4200000 - Convention Income	
4290100 - Sponsorships	150.00
4290200 - Hotel Rebates	82,110.00
428600 - Extra Hugo Trophies	1,050.00
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	19,019.92
4260500 - Advertising - Other	2,665.00
Total 4260500 - Advertising	21,684.92
4270000 - Donations and Grants	
4270700 - Charity Donations	
4270720 - TAFF/DUFF donations	1,901.50

San Francisco Science Fiction Conventions, Inc.

Profit & Loss

August 20, 2016 through February 29, 2020

	<u>Aug 20, '16 - Feb 29, 20</u>
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	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	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	1,520,167.99
Total Income	1,520,167.99
Gross Profit	1,520,167.99
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	170,000.00
Total 6205000 · Tech	195,538.83
6203000 · Exhibits Expenses	
6203028 · Art show truck from LA	2,591.81
6203025 · Art Show Lighting	360.00

San Francisco Science Fiction Conventions, Inc.

Profit & Loss

August 20, 2016 through February 29, 2020

	<u>Aug 20, '16 - Feb 29, 20</u>
6203015 · Curated Exhibits printing & sup	124.23
6203081 · Cospitality	215.42
6203014 · Curated Exhibits Truck & Travel	1,745.10
6203041 · Costume Exhibit	271.14
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
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	1,393.17
Total 6203000 · Exhibits Expenses	24,034.45
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	14,544.32
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	13,093.50
Total 6213000 · Member Services Expenses	76,885.18
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

San Francisco Science Fiction Conventions, Inc.

Profit & Loss

August 20, 2016 through February 29, 2020

Aug 20, '16 - Feb 29, 20

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	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	39,806.02
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	87,200.51
6207000 · Promotions & Publicity	
6207040 · Domain Registration	410.33
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	11,346.87
6207016 · Online Advertising	9.70
6207010 · Ads in Other Program Books	1,608.22
Total 6207000 · Promotions & Publicity	27,904.20
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

San Francisco Science Fiction Conventions, Inc.

Profit & Loss

August 20, 2016 through February 29, 2020

Aug 20, '16 - Feb 29, 20

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	720.53
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	19,596.14
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

San Francisco Science Fiction Conventions, Inc.

Profit & Loss

August 20, 2016 through February 29, 2020

	<u>Aug 20, '16 - Feb 29, 20</u>
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	2,601.95
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	22.40
Total 6208000 · Publications Expenses	67,432.27
6206000 · Finance Division	
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	435.93
6206016 · Bank Charges	3,095.22
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	301.65
Total 6206000 · Finance Division	158,986.79
Total 6200000 · Convention Expenses	1,314,204.46
Total Expense	1,314,204.46
Net Income	205,963.53

Balance Sheet

As of February 29, 2020

Feb 29, 20

ASSETS

Current Assets

Checking/Savings

11000 · Corporate Bank Accounts

11100 · Worldcon 76 25,604.06

11110 · Money Market 201,442.32

11200 · Paypal 3,567.49

Total 11000 · Corporate Bank Accounts 230,613.87

Total Checking/Savings 230,613.87

Accounts Receivable

13000 · Accounts Receivable 1,050.00

Total Accounts Receivable 1,050.00

Total Current Assets 231,663.87

Other Assets

18600 · Other Assets

18620 · Items paid for Corporation 748.03

18690 · Messner Reeves Retainer 5,000.00

Total 18600 · Other Assets 5,748.03

Total Other Assets 5,748.03

TOTAL ASSETS 237,411.90

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Credit Cards

21000 · Meriwest Credit Card 615.10

Total Credit Cards 615.10

Other Current Liabilities

26400 · MI Fund

26420 · MI Travel 4,638.20

Total 26400 · MI Fund 4,638.20

26300 · LGBTQ Fund 1,125.00

Total Other Current Liabilities 5,763.20

Total Current Liabilities 6,378.30

Total Liabilities 6,378.30

Equity

30000 · Opening Balance Equity -474.45

31500 · Temp. Restricted Net Assets -5,763.20

32000 · Unrestricted Net Assets 287,987.57

Net Income -50,716.32

Total Equity 231,033.60

TOTAL LIABILITIES & EQUITY 237,411.90

Report of Westercon 2021 (Westercon 74 Tonopah) Committee, March 26, 2020

Kevin Standlee, Chair

COVID-19 Impact on Westercon 74

We were already planning on emphasizing food safety in our hospitality-heavy convention, although now it seems to us that people will be less flippant about our concerns than they may have been in the past.

Kevin has been staying in contact with Sally Wohrle, Chair of Westercon 73 (SeaTac WA) and with Christian McGuire (contact with the LASFS Board of Directors, holders of the Westercon service mark) to stay on top of developments, particularly should the existing state of medical emergency be extended through July 2020.

Membership — Linda Deneroff

As of the close of our initial membership rates (February 29, 2020):

155 Attending

53 Supporting (voters who have not yet converted)

0 Other classes

208 Total

A [further breakdown by state/province/country and class](#) is available on the Westercon74.org web site.

Treasury — Bruce Farr

Bruce Farr, Westercon 74 Treasurer, will supply Westercon 74's financial statement separately. The Tonopah Convention Center (TCC) has asked that we not pay them anything until the calendar year in which the convention is being held, due to their accounting system.

Hospitality — Lisa Hayes

Lisa has met with Randy Smith, Deputy Head of Hospitality. Lisa wants to recruit at least two more deputies as well as some team leads, due to our hoped-for plan to have the TCC open at all hours.

Food Safety was going to be the highest priority, even before the COVID-19 outbreak.

Web Site — Cheryl Morgan

The web site is in a stable state and can be updated by Cheryl, Kevin, or anyone else to whom we give the WordPress credentials.

Facilities — Mike Willmoth

Facilities continue to contact Tonopah hotels to get room blocks pinned down. It's clear that the hotels in Tonopah are not used to working so far in advance.

Kevin Standlee and Lisa Hayes spent a few hours in the TCC on their way back from SMOFCon taking measurements. The [marked-up convention center map with measurements](#) has been shared with the committee and is included with the report to the Board.

Dealers — David W. Clark (Tentative)

David Clark has tentatively said that he might be willing to run our Dealers Room, subject to reviewing our plans further. Based on Kevin and Lisa's measurements of the Buckboard Room in the TCC, we think that we can easily hold up to ten dealers with as many as three tables each, even though we're going to need to use the west end of the room for Operations. Kevin and Lisa are convinced that the room is larger than the drawings and photographs make it appear, and that it takes an in-person visit to show just how much we can fit into the room.

Publications — Open

We published Progress Report 1 and mailed it to members who did not provide an e-mail address and/or requested paper publications. We e-mailed all members who provided e-mail addresses (even if they requested paper publications) and [published it on our web site](#).

Programming — Open

We have had one person express interest in running Programming who has some experience with doing so. We would like to extend an offer to that person after we discuss the candidate with the Board of Directors.

As we stated in our last report, we intend to do some (one function room) "remote" programming with streaming video, in a way that allows non-attending members to "attend" and allows us to have program participants who aren't physically present at the convention. This was in our plans before the announcement from CoNZealand that they would be a "virtual" convention.

We expect to be able to do a live test of the equipment Lisa acquired for doing remote programming when and if we can hold a committee meeting in Tonopah at the TCC. (Scheduling such a meeting is on hold due to the COVID-19 disruption.)

Travel — Sandra Childress

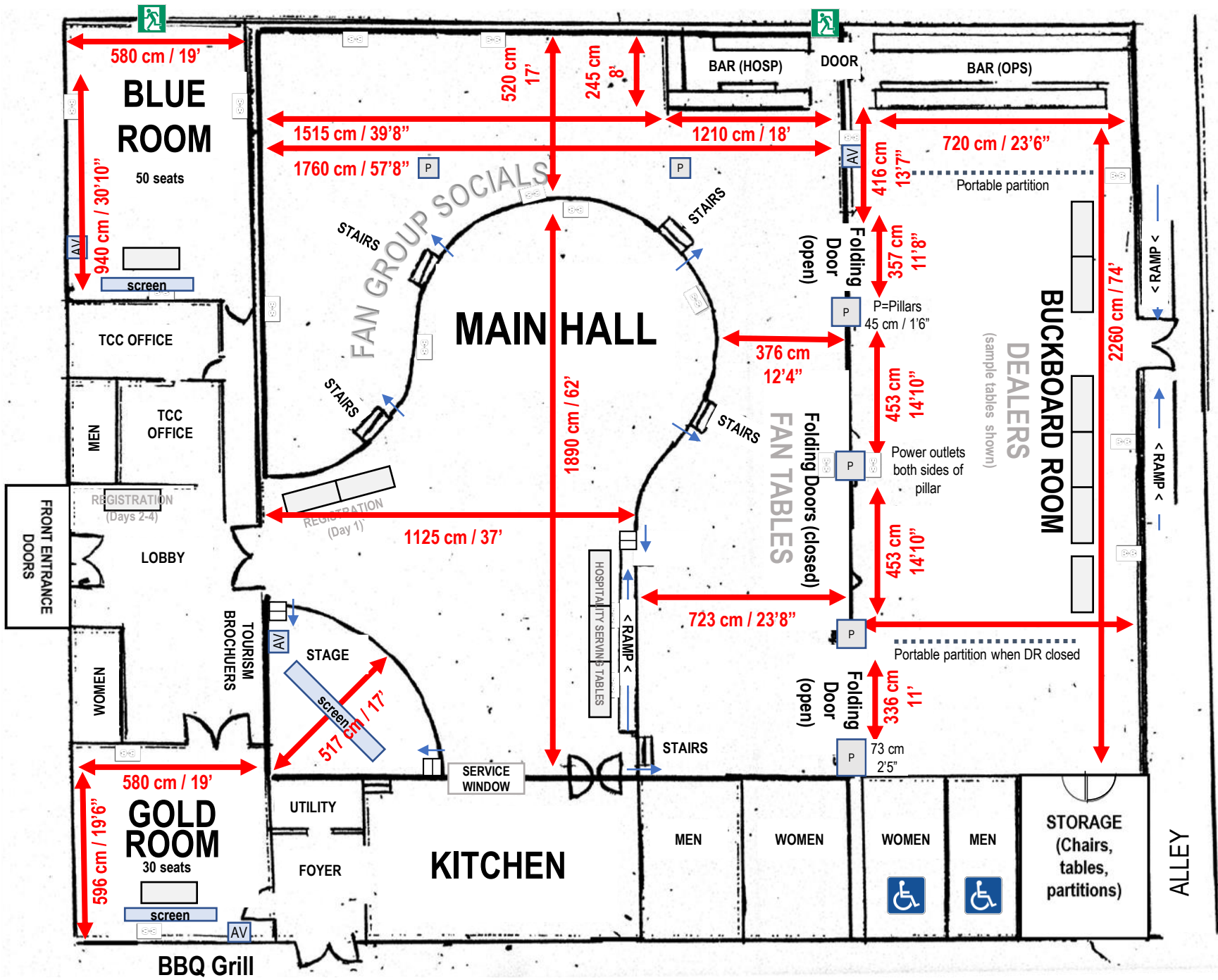
This is still on hold until at least one year out because it's impractical to plan ahead much more than that. Kevin still plans to write up suggested travel itineraries for people driving to Tonopah based on his and Lisa's exploration of the area.

Convention Appearances

Our planned appearance at Norwescon was canceled due to the cancellation of the convention. All future appearances are on hold until we know when we can safely travel to conventions again.

Overall

We are close to half our goal of drawing more than 313 attending members to Tonopah. We continue to need some key positions filled. However, many of our plans are on hold until the COVID-19 coronavirus disruption's full impact can be assessed. We plan to work closely with Westercon 73 and LASFS to insure continuity of Westercon's operations.



Westercon 2021

Financial Results

2/29/2020

prepared by Bruce Farr

		Balance
Beginning Balance, 8553 Checking at Wells Fargo	7/1/2019	\$3,946.48
Deposit, Memberships	8/5/2019	\$530.00 \$4,476.48
Deposit, Memberships	8/7/2019	\$1,620.00 \$6,096.48
Deposit, Memberships	8/7/2019	\$1,540.00 \$7,636.48
Transaction Fee, Wells Fargo	8/30/2019	(\$5.00) \$7,631.48
Blank Check Charges	9/3/2019	(\$36.95) \$7,594.53
Deposit, Memberships	12/10/2019	\$200.00 \$7,794.53
Deposit, Memberships	12/23/2019	\$90.00 \$7,884.53
Check #1001, Kevin Standlee, PR 1 stamps etc.	2/11/2020	(\$61.39) \$7,823.14
		\$7,823.14

Balance Sheet

ASSETS

Checking, Wells Fargo **\$7,823.14**

LIABILITIES

Balance in Checking from SMOFCon owed to SFSFC **\$3,946.48**

EQUITY

Westercon 2021 Net Results **\$3,876.66**

LIABILITIES AND EQUITY

\$7,823.14

Profit and Loss

REVENUE

Membership Revenue \$3,980.00

Total Revenue \$3,980.00

EXPENSES

Bank Fees \$41.95

PR #1 Supplies, Postage \$61.39

Total Expenses \$103.34

NET RESULT (profit) \$3,876.66

Westercon 2021 Budget

Version of 12-7-19

Prepared by Bruce Farr

Income	Number	Rate	(approx incl \$ in Square)			Budget	Requested Changes
			Actual	Committed	Estimated	Total	
Memberships							
Supportings (unconverted votes)	65	20	1,300.00			1,300.00	
Votes Converted to Attending (75)					1,500.00	1,500.00	
Paid new memberships to 12-7-19	50	40	2,000.00			2,000.00	
Voting conversions to Attending	75	10	750.00			750.00	
Anticipated additional conversions for voters (40)		10			400.00	400.00	
Memberships to 2-28-20	50	40			2,000.00	2,000.00	
Memberships to 7-5-20	60	50			3,000.00	3,000.00	
Memberships to 1-1-21	50	60			3,000.00	3,000.00	
Memberships to 6-30-21	75	70			5,250.00	5,250.00	
Memberships at the Door	10	80			800.00	800.00	
Total Memberships	435		4,050.00	-	15,950.00	20,000.00	
Dealers Room (no charge)	10	0			-	-	
Sponsorships					500.00	500.00	
Comp Hotel Rooms	12	135			1,620.00	1,620.00	
Advertising (Program Book)					250.00	250.00	
Total Revenue			4,050.00	-	18,320.00	22,370.00	
Expenditures							
Function Space Rental				3,000.00		3,000.00	
Hospitality Food	435	10			4,350.00	4,350.00	
Hospitality Beverage	435	10			4,350.00	4,350.00	
Memberships Badges	435	1.5			652.50	652.50	
Office Supplies					250.00	250.00	
Truck Rental					250.00	250.00	
Hotel Rooms	6	135			810.00	810.00	
Program Book					500.00	500.00	

Flyers			300.00	300.00
Publicity/Ads			400.00	400.00
PR Printing			100.00	100.00
PR Mailing (most electronic)			100.00	100.00
Access			100.00	100.00
Insurance (including alcohol service liability)			750.00	750.00
Banking including credit card processing	41.95		808.05	850.00
Total Expenditures	41.95	3,000.00	13,720.55	16,762.50
Net Revenue	4,008.05	(3,000.00)	4,599.45	5,607.50