



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, November 21, 2020, Sunnyvale, California

1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, November 21, 2020, in the home of Cindy Scott, 969 Asilomar Terrace #6, Sunnyvale CA 94086-2438. The meeting was called to order at 11:02 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*, Christine Doyle* (arrived 11:39 AM), Bruce Farr*, David Gallaher*, Lisa Deutsch Harrigan*, Cheryl Morgan*, Kevin Roche*, Cindy Scott, Randy Smith*, Kevin Standlee*, Andy Trembley*, Jennifer “Radar” Wylie*. Members absent: Tom Whitmore‡. Others present: None. Due to COVID-19 pandemic restrictions, all members except Ms. Scott attended the meeting by Zoom conference call.

2. Previous Minutes

The minutes of the July 21, 2020 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 announced that he intends to not run for re-election as President. The directors expressed their appreciation for his service as an officer.

3.2. Treasurer

Treasurer Lisa Deutsch Harrigan reported. (See Appendices A-B.) We did file our extension of time to file for our state and federal informational returns to February 15, 2021. The Treasurer reminded all committees that they need to provide their income & expense statements for the April 1, 2019-March 31, 2020 fiscal year.

3.3 Secretary

The corporate web site is up to date.

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. She also reported on web sites for which we provide hosting services.

Assistant Secretary Cindy Scott updated the questions about our ongoing charges from Pair; they are related to Square (credit card servicing) fees.

4. Standing Committee Reports

4.1. 2018 Worldcon Operating Committee

2018 Worldcon Operating Committee Chair Kevin Roche reported. At 11:16 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 11:44 AM, the Committee of the Whole rose and reported:

- The committee reported on the status of ongoing litigation, particularly effects upon the schedule.
- Publications have been mailed to US no-show attending members. Mailing publications to non-US no-show attending members and all supporting members is still delayed due to issues with printing and mailing to non-US addresses. However, as they are a contractual obligation of running the convention, they have priority over discretionary expenses.
- Post-con membership and expense reimbursements are identified, but payment depends upon completing post-con mailing expenses and other potential liabilities.

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

4.2. CostumeCon 2021 Committee

At 11:45 AM, the meeting went into Committee of the Whole, Dave. W. Clark presiding, to discuss CostumeCon 39. At 12:02 PM, the Committee of the Whole rose and reported:

- The committee submitted a financial report (see Appendices E-F.)
- The hotel is giving the committee the opportunity to change dates without penalty. The owner of the CostumeCon service mark is amenable to a change in dates. Therefore, the committee recommends amending its authorizing resolution to remove the hard-coded date from the committee name. This allows the committee to change dates without further authorization from the Board.
- Although the committee does expect to hold an in-person convention in the spring of 2023, the committee anticipates offering virtual content as well.
- The convention has 142 members. Memberships have obviously been impacted by the cancellation of CostumeCon 38 and of the COVID-19 pandemic.

The CostumeCon 2021 Committee moved the adoption of the following resolution:

Resolution 2020-04: CostumeCon 39 Committee

Resolved, That the CostumeCon 2021 Committee created by Resolution 2014-04 is hereby renamed to the CostumeCon 39 Committee; and

Resolved, That all references to CostumeCon 2021 in Resolution 2019-01 are hereby amended to apply to CostumeCon 39.

The amended resolution would now read:

Resolution 2014-04: CostumeCon 39

Resolved, That there is established a CostumeCon 39 Convention Organizing Committee as a standing committee of SFSFC, per section 6.1 of the SFSFC Bylaws;

Resolved, That the Committee is directed to bid for, and if selected, operate CostumeCon 39 at a site to be determined in the San Francisco Bay Area;

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

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.

Resolution 2020-04 was adopted by unanimous consent.

The meeting recessed at 12:06 PM and reconvened at 12:18 PM.

4.3. New Zealand 2020 Committee

Randy Smith submitted a written report and financial statement. (See Appendices G-H.)

At 12:19 PM, the meeting went into Committee of the Whole, David W. Clark presiding, to discuss New Zealand 2020. At 12:41 PM, the Committee of the Whole rose with no further report.

4.4. Westercon 74 Organizing Committee

Westercon 74 (Tonopah) Organizing Committee Chair Kevin Standlee reported. (See Appendix H.)

At 12:42 PM, the meeting went into Committee of the Whole, Dave. W. Clark presiding, to discuss the 2022 Westercon. At 12:42 PM, the Committee of the Whole rose and reported:

- There has been no financial change from the previous report.
- The convention has 216 total members (168 attending and 48 supporting); there have been no changes from the previous report.

5. Unfinished Business

5.1. Board Composition

Ms. Wyle reported. There was a general discussion of the composition of the Board of Directors, how many directors we can have (currently we are limited to 13 members, with 12 seats currently filled, but we can of course amend the bylaws), and exploring what sort of outreach and recruitment might be beneficial to the organization. Ms. Wylie moved the adoption of the following resolution

Resolution 2020-05: Number of Directors

Resolved, That Section 3.1 of the SFSFC Bylaws is amended to increase the maximum number of directors from 13 to 15.

Resolution 2020-05 was adopted by unanimous consent. The Secretary noted that is merely authorizes the maximum size of the board; to actually create more seats requires a separate resolution.

6. New Business

6.1. Director Elections

David W. Clark declined nomination to the Board.

Christine Doyle, Cheryl Morgan, Andrew Trembley, and Lisa Deutsch Harrigan were elected by unanimous consent to three-year terms commencing January 1, 2021.

6.2. Director Emeritus

Mr. Standlee moved the following resolution:

Resolution 2020-06: Director Emeritus

Resolved, That SFSFC conveys upon David W. Clark the title of Director Emeritus, as authorized by Section 3.14 of the SFSFC Bylaws.

Resolution 2020-06 was adopted by unanimous consent. The Board expressed its gratitude to Mr. Clark for his many years of service to the organization.

7. Announcements/Future Meetings

7.1. 2021 Meetings

Remaining scheduled meeting dates for 2020 are scheduled as follows:

- Saturday, March 20, 2021 (11 AM PT), Cindy Scott's residence
- Saturday, July 17, 2021 (11 AM PT), Cindy Scott's residence
- Saturday, November 20, 2021 (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 1:15 PM.

Kevin Standlee
Secretary

[Approved: December 7, 2020]

**Appendix A: SFSFC General Fund Income/Expense Statement, FY
Year to Date, November 20, 2020**

There has been no General Fund financial activity to date since the last report.

Appendix B: SFSFC General Fund Balance Sheet, November 20, 2020

	<u>Nov 20, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
Corporate Money	
Paypal - Corp	1,000.00
Main Checking	3,728.47
CD #1	3,840.88
Construction Checking	<u>100.00</u>
Total Corporate Money	8,669.35
Convention Bank Accounts	
Worldcon 76 Checking	55,882.02
PayPal - Worldcon 76 Only	3,567.49
Worldcon Money Market	201,392.09
Worldcon Art Show	21,621.51
Smofcon 2018	3,976.47
New Zealand in 2020	4,959.10
Costumecon 39	<u>2,220.16</u>
Total Convention Bank Accounts	<u>293,618.84</u>
Total Checking/Savings	302,288.19
Accounts Receivable	
Accounts Receivable	
Costumecon 39 Start Up Funds	135.55
NZ in 2020 Start Up Funds	<u>120.00</u>
Total Accounts Receivable	<u>255.55</u>
Total Accounts Receivable	255.55
Other Current Assets	
Wolrdcon 76 Cash Fund	1,646.02
SFSFC Petty Cash Fund	105.43
Undeposited Funds	
Undeposited Funds CC39	270.00
Undeposited Funds - Other	<u>21,900.00</u>
Total Undeposited Funds	<u>22,170.00</u>
Total Other Current Assets	<u>23,921.45</u>
Total Current Assets	326,465.19

Other Assets**Other Assets**

Owed to Costumecon 39	315.61
Messner Reeves Retainer	5,000.00
Worldcon Paid Corp Expenses	<u>642.03</u>

Total Other Assets	<u>5,957.64</u>
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Total Other Assets	<u>5,957.64</u>
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TOTAL ASSETS	<u><u>332,422.83</u></u>
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LIABILITIES & EQUITY**Liabilities****Current Liabilities****Accounts Payable**

Accounts Payable	
Expenses Pd by WC76 for Corp	642.03
Acct Pay - Worldcon 76	10,000.00
WC76 Sales Tax Payable	11,347.00
Worldcon 76 Credit Card	<u>1,344.49</u>
Total Accounts Payable	<u>23,333.52</u>

Total Accounts Payable	23,333.52
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Other Current Liabilities**MI & LBGTB Funds Wolrdcon**

LBGTQ Funds	1,125.00
MI Travel	<u>4,638.20</u>
Total MI & LBGTB Funds Wolrdcon	5,763.20

Reserves for Furture Cons

Reserves for ConZealand 2020	4,879.10
Reserves for Costumecon 39	<u>2,917.27</u>

Total Reseerves for Furture Cons	7,796.37
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WC74 Funds In Corp Accounts	1,176.77
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CC39 Funds In Corp Checking	<u>451.16</u>
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Total Other Current Liabilities	<u>15,187.50</u>
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Total Current Liabilities	<u>38,521.02</u>
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Total Liabilities	38,521.02
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Equity	
Temp. Restricted Net Assets	-13,559.57
Adjusted Earnings	3,633.88
Retained Earnings	<u>303,827.50</u>
Total Equity	<u>293,901.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>332,422.83</u></u>

Appendix C: Worldcon 76 Income Statement, August 20, 2016 through October 31, 2020

	<u>Aug 20, '16 - Oct 31,</u> <u>20</u>
Income	
4200000 · Convention Income	
4290010 · Rewards Points Cash	1,550.00
4290100 · Sponsorships	150.00
4290200 · Hotel Rebates	82,110.00
428600 · Extra Hugo Trophies	1,575.00
428500 · Mobie Rentals	10,897.50
4290400 · Garage Sale	1,325.47
4290300 · Sales to Members License Fees	5,197.08
4210000 · Adult Attending	
4210002 · 1 day memberships - fri-sun	560.00
4210001 · Adult Att	598,807.52
4210010 · Adult installment payments	63,494.70
4210100 · Adult Att - Voter Upgrade	82,910.00
4210200 · Adult Att - PS & Voter upgrade	11,150.00
4210300 · Adult Att - PS/no vote upgrade	7,910.00
4210400 · Adult Att - Friend no vote	1,426.45
4210500 · Adult Att - Pre Oppose Upgrade	280.00
4210600 · Active Duty/First Responder Att	1,015.00
4210700 · Staff Membership	12,300.00
4210000 · Adult Attending - Other	165,298.25
Total 4210000 · Adult Attending	945,151.92
4230000 · YA Attending	
4230100 · YA Attending	7,795.00
4230200 · YA Vote Upgrade	160.00
Total 4230000 · YA Attending	7,955.00
4240000 · Child Attending	4,965.00
4250000 · Supporting	
4250010 · Supporting memberships	73,820.00
4250100 · Site Selection Fees	53,280.00
Total 4250000 · Supporting	127,100.00
4260100 · Dealers' Room Deposits	
4260112 · Power for dealer's space	120.00
4260110 · Dealers' room space payment	75,475.00
4260111 · Dealer Room Deposit Refunds	-2,000.00
4260100 · Dealers' Room Deposits - Other	21,885.00
Total 4260100 · Dealers' Room Deposits	95,480.00
4260200 · Creator's Alley	2,057.35
4260201 · Art Show Sales	22,456.72
4260500 · Advertising	

4260550 · Souvenir Book Advertising	19,019.92
4260500 · Advertising - Other	<u>3,215.00</u>
Total 4260500 · Advertising	22,234.92
4270000 · Donations and Grants	
4270700 · Charity Donations	
4270720 · TAFF/DUFF donations	1,901.50
4270710 · Alzheimer's Association	<u>13,232.97</u>
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	<u>33,000.00</u>
Total 4270200 · Passalong Funds	74,906.20
4270900 · Mexicanx donations	
4270910 · Mexicanx Membership donations	6,080.00
4270920 · Mexicanx Initiative Travel Fund	<u>16,124.19</u>
Total 4270900 · Mexicanx donations	22,204.19
4270930 · LGBTQ Initiative Donations	<u>6,563.00</u>
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	<u>2,276.00</u>
Total 428000 · Tours	6,165.50
4290000 · Interest Income	<u>1,010.05</u>
Total 4200000 · Convention Income	<u>1,523,042.09</u>
Total Income	<u>1,523,042.09</u>
Gross Profit	1,523,042.09
Expense	
6200000 · Convention Expenses	
6205000 · Tech	
6205064 · Tech crash rooms	373.72
6205066 · Tech Misc	5,576.36
6205062 · Tech Transportation	9,363.14
6205025 · Main Stage Equipment	239.61
6205056 · Program Power	4,428.00

6205045 · Callahan's Power	2,280.00
6205037 · 2nd stage power	680.00
6205029 · Main Stage Power	2,598.00
6205000 · Tech - Other	<u>170,000.00</u>
Total 6205000 · Tech	195,538.83
6203000 · Exhibits Expenses	
6203028 · Art show truck from LA	2,591.81
6203025 · Art Show Lighting	360.00
6203015 · Curated Exhibits printing & sup	124.23
6203081 · Cospitality	215.42
6203014 · Curated Exhibits Truck & Travel	1,745.10
6203041 · Costume Exhibit	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	<u>-150.00</u>
Total 6203030 · Dealers room expense	139.13
6203051 · Fanzine Lounge Expenses	377.52
6203022 · Children's play area	167.14
6203071 · Callahan's Decorations	2,393.25
6203016 · Curated Exhibits Misc	<u>1,393.17</u>
Total 6203000 · Exhibits Expenses	24,034.45
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	19,921.12
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	82,261.98
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	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	68,934.24
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	116,328.73
6207000 · Promotions & Publicity	
6207040 · Domain Registration	468.83
6207015 · Lanyards for LTUE	568.80
6207012 · Party Room	2,805.62
6207022 · Helsinki banners and flyers	878.07
6207021 · Flyers	6,247.84
6207023 · Table Decorations	1,734.17
6207011 · Sponsorship at Other Convention	1,332.65
6207014 · Tips and Misc Party Expenses	961.93
6207013 · Party Supplies	11,430.87
6207016 · Online Advertising	9.70
6207010 · Ads in Other Program Books	1,608.22
Total 6207000 · Promotions & Publicity	28,046.70
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	
6209013 · MPC Dues	3,906.00
6209035 · Hugo Trophy Shipping	944.85
6209030 · Hugo Rockets	172.50
6209034 · Hugo award shipping boxes for w	205.10
6209031 · Retro Hugo Rockets & Bases	1,317.63
6209021 · Site Selection Expenses	179.79
6209038 · Hugo Nominee Pins	6,562.71
6209032 · Hugo Bases	10,510.40
6209036 · Hugo mailing list expenses	740.81
6209000 · WSFS Expenses - Other	36.67
Total 6209000 · WSFS Expenses	24,576.46
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 Expenes	
6204051 · Children's Activities	993.45
6204022 · Hayes Per Diem	750.00

6204019 · Pettinger Per Diem	750.00
6204017 · Quinn Per Diem	750.00
6204015 · Picacio Per Diem	750.00
6204012 · Spider Per Diem	750.00
6204023 · GoH Gifts	437.83
6204080 · Robot Obstacle Course	600.00
6204030 · Program Ops	250.99
6204018 · Pettinger Travel	2,201.82
6204025 · NASA Guest Travel	640.52
6204061 · Program database	653.34
6204010 · GoH Expenses	
6204013 · Picacio Shipping	2,223.01
6204014 · Picacio Airfare	362.60
6204021 · Hayes Airfare	150.40
6204011 · Robinson Travel	2,400.00
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Total 6204010 · GoH Expenses	5,136.01
Total 6204000 · Programming Expenes	14,663.96
6208000 · Publications Expenses	
6208081 · Post Con Souvenir Book Shipping	4,113.20
6208073 · Newsletter paper & printer rent	1,121.22
6208072 · Paper	471.95
6208064 · Restaurant Guide	793.32
6208063 · Pocket Program	25,025.09
6208021 · PR1	1,726.57
6208031 · PR2	4,988.33
6208041 · PR 3	4,656.06
6208051 · PR 4	3,185.24
6208061 · Souvenir Book Printing	21,881.50
6208011 · Publications Software	1,033.64
6208000 · Publications Expenses - Other	22.40
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Total 6208000 · Publications Expenses	69,018.52
6206000 · Finance Division	
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	307.50
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>159,104.79</u>
Total 6200000 · Convention Expenses	<u>1,355,536.55</u>
Total Expense	<u>1,355,536.55</u>
Net Income	<u><u>167,505.54</u></u>

Appendix D: Worldcon 76 Balance Sheet, October 31, 2020

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
11000 · Corporate Bank Accounts	
11100 · Worldcon 76	13,356.92
11110 · Money Market	176,691.42
11200 · Paypal	<u>3,567.49</u>
Total 11000 · Corporate Bank Accounts	<u>193,615.83</u>
Total Checking/Savings	193,615.83
Accounts Receivable	
13000 · Accounts Receivable	<u>525.00</u>
Total Accounts Receivable	<u>525.00</u>
Total Current Assets	194,140.83
Other Assets	
18600 · Other Assets	
18620 · Items paid for Corporation	748.03
18690 · Messner Reeves Retainer	<u>5,000.00</u>
Total 18600 · Other Assets	<u>5,748.03</u>
Total Other Assets	<u>5,748.03</u>
TOTAL ASSETS	<u><u>199,888.86</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	<u>200.00</u>
Total Accounts Payable	200.00
Credit Cards	
21000 · Meriwest Credit Card	<u>1,350.05</u>
Total Credit Cards	1,350.05
Other Current Liabilities	
26500 · Post Convention Pubs Shipping	60,000.00
26400 · MI Fund	
26420 · MI Travel	<u>4,638.20</u>
Total 26400 · MI Fund	4,638.20
26300 · LGBTQ Fund	<u>1,125.00</u>
Total Other Current Liabilities	<u>65,763.20</u>
Total Current Liabilities	<u>67,313.25</u>
Total Liabilities	67,313.25
Equity	
30000 · Opening Balance Equity	-474.45

31500 · Temp. Restricted Net Assets	-65,763.20
32000 · Unrestricted Net Assets	215,963.81
Net Income	<u>-17,150.55</u>
Total Equity	<u>132,575.61</u>
TOTAL LIABILITIES & EQUITY	<u><u>199,888.86</u></u>

Appendix E: CostumeCon 39 Income & Expense Statement, Lifetime to Date through November 20, 2020

Costumecon 39 Statement of Activity

All Dates

	<u>Total</u>
Revenue	
5000 Membership	1,575.00
5010 Voting	490.00
5015 Pre-con Upgrade	1,320.00
5020 Pre-Con Adult	2,960.00
5030 Pre-con Youth	45.00
5050 Staff	480.00
5060 Supporting	160.00
	<u>\$</u>
Total 5000 Membership	7,030.00
	<u>\$</u>
Total Revenue	7,030.00
	<u>\$</u>
Gross Profit	7,030.00
Expenditures	
6500 Operations	
6501 Filing Fees	108.50
65090 Bank Charges & Fees	
65091 Square Fees	44.04
65092 Stripe Fee	261.80
	<u>\$</u>
Total 65090 Bank Charges & Fees	305.84
6590 Treasurer	135.55
	<u>\$</u>
Total 6500 Operations	549.89
7010 Advertising & Marketing	
7013 Parties - Outreachj	200.00
	<u>\$</u>
Total 7010 Advertising & Marketing	200.00
	<u>\$</u>
Total Expenditures	749.89
	<u>\$</u>
Net Operating Revenue	6,280.11
	<u>\$</u>
Net Revenue	6,280.11

Appendix F: CostumeCon 39 Balance Sheet, November 20, 2020**Costumecon 39
Statement of Financial Position**

As of November 20, 2020

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
1001 Checking	6,572.12
1020 Stripe	0.00
1030 Square	451.16
	<u>\$</u>
Total Bank Accounts	7,023.28
Other Current Assets	
1095 Corp Expenses Pd thru CC39	85.00
1400 Doubletree Hotel Deposit	500.00
1950 Westercon 74 Holding	0.00
1990 Undeposited Funds	270.00
	<u>\$</u>
Total Other Current Assets	855.00
	<u>\$</u>
Total Current Assets	7,878.28
	<u>\$</u>
TOTAL ASSETS	7,878.28
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable (A/P)	135.55
	<u>\$</u>
Total Accounts Payable	135.55
Other Current Liabilities	
2100 Westercon 74 Funds in Checking	1,462.62
	<u>\$</u>
Total Other Current Liabilities	1,462.62
	<u>\$</u>
Total Current Liabilities	1,598.17
	<u>\$</u>
Total Liabilities	1,598.17
Equity	
Retained Earnings	5,741.27
Net Revenue	538.84
	<u>\$</u>
Total Equity	6,280.11
	<u>\$</u>
TOTAL LIABILITIES AND EQUITY	7,878.28

Appendix G: Report of New Zealand 2020 Agent Committee, November 21, 2020

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

1. Paid many bills (See Financial Report), including reimbursements and other payments to committee and staff.
2. Sent copies of monthly bank statements and receipts to the CoNZealand Finance Division. This also included a bank reconciliation statement shortly after the convention itself.
3. Deposited monies for registrations and upgrades received through the mail.
4. Worked with the Finance Division to resolve several issues related to vendors and advertisers.
5. Worked with First Republic Bank to process electronic payments, including raising the daily maximum amount that could be sent.
6. Participated in several virtual meetings and trainings in the weeks leading up to the convention.
7. Attended the con virtually!!!

Next Steps

1. Make monthly financial reports to the CoNZealand operating committee.
2. Continue paying what bills remain that need to be paid in \$US.
3. Be prepared to pay Pass-along Funds when requested.

Respectfully Submitted,

Randy Smith

Chair, ConZealand Agent Committee

Appendix H: New Zealand 2020 Agent Committee Financial Report, July 11, 2020

Bank Balance – 7/11/2020		\$58,978.79
<u>Income</u>		
10/27/20	Check Deposits (Memberships)	\$ 187.70
11/20/20	When I Work Refunds	<u>\$ 2,020.50</u>
	TOTAL	<u>\$ 2,208.20</u>
<u>Expenses</u>		
	Reimbursements to Staff for Expenses	\$ 1,374.12
	Membership Refunds	\$ 370.00
	Payments to Vendors	\$48,866.57
	Donation (Balticon)	\$ 1,500.00
	Care and Feeding of ConComm	\$ 2,405.00
	“Pizza Party”	\$ 120.00
	Bank Service Fee	<u>\$ 30.00</u>
	TOTAL	<u>\$ 54,665.69</u>
Bank Balance—11/20/2020		\$ 6,521.55
	There is a difference between my calculations and the bank balance of \$0.25.	
Outstanding Checks		
123	Kristin Seibert (Care and Feeding)	\$ 195.00
124	Sharon Sbarsky (Care and Feeding)	\$ 195.00
132	Kristin Seibert (“Pizza Party”)	\$ 20.00
Account Payable		
Initial Start-up Funds	SFSFC	\$ 120.00

Appendix I: Westercon 74 Report to SFSFC, November 21, 2020

During the past four months, the Westercon 74 committee has done very little other than to monitor the situation with COVID-19. Westercon 73 in Seattle (Sea-Tac) appears to have now committed toward doing their convention online only with the possibility of pivoting to a partially in-person event on July 1-4, 2021. We have told them that we think we could possibly "two-step" forward again, but they do not appear interested in doing so.

The Belvada Hotel (sister property to the Mizpah, across the street from it and the closest hotel to the convention center) completed its multi-year rebuild in late October 2020 after the total renovation of the building but has not yet reopened due to the pandemic. We plan to visit and stay there when it is safe to travel again.

In early November (after the election results were clear), we extended an offer to the person with whom we previously discussed with the Board as a candidate to run Programming. She is still interested, but we need to discuss this further. Westercon 74 will have one stream of mixed virtual/in-person programming, as we've always planned to do even before the pandemic. Once it is safe to travel again, Kevin Standlee and Lisa Hayes plan to go to Tonopah and we hope to test the equipment we want to use for the one live-streaming program room.

SMOFCon 38/Montreal, originally scheduled for this year, has been postponed until 2022 (SMOFCon 39/Lisboa, Portugal will be in 2021), but the Montreal and Lisboa conventions are jointly organizing a one-day online event called SMOFCon 37¼ on December 8, 2020. Part of the event includes a virtual Con Suite with breakout rooms. We have requested a breakout room for the Westercon 74 Committee to meet in the late afternoon/early evening.

Being the first in-person Westercon in three years is going to be challenging, but thanks to the low cost of renting the convention center (already covered), our liability is limited. We do feel much more confident now than we did a few months ago that we can hold an in-person event in 2022.

Kevin Standlee
Chair, Westercon 74