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## San Francisco Science Fiction Conventions, Inc.

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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>

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# Regular Meeting of Board of Directors Minutes

Saturday, March 18, 2023, Sunnyvale, California

## 1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, March 18, 2023, in the home of Cindy Scott, 969 Asilomar Terrace #6, Sunnyvale CA 94086-2438. The meeting was called to order at 11:07 AM Pacific Daylight Time, President Kevin Roche presiding and Secretary Kevin Standlee recording. Members present (\*by Zoom videoconference ‡director emeritus): Sandra Childress\*, Christine Doyle\*, Bruce Farr\*(arrived 11:29 AM), Lisa Deutsch Harrigan\*, Cheryl Morgan\*, Kevin Roche\*, Cindy Scott, Randy Smith\*, Kevin Standlee\*, Andy Trembley\*, Lani Wong-Bassett\* (arrived 11:41 AM), Jennifer “Radar” Wylie\*. Members absent: Sean Bassett, David W. Clark‡, David Gallaher‡, Tom Whitmore‡. Guests: None. All attendees except Ms. Scott attended the meeting by Zoom videoconference.

## 2. Previous Minutes

The minutes of the November 19, 2022 Regular Meeting and November 19, 2022 Meeting of Directors-Elect were previously approved as distributed by unanimous consent via the Board e-mail list.

## 3. Officer Reports

### 3.1. President

#### 3.1.1. Insurance

The President reported that we have received our D&O Insurance Policy. The premium is \$1,269 per year.

### 3.2. Treasurer

Treasurer Lisa Deutsch Harrigan reported. We currently have \$3,908.19 in checking and \$3,846.51 in the CD. Our required California Attorney General, California Franchise Tax Board, and US Internal Revenue Service reports are filed and the FTB and IRS returns are published on our website.

### 3.3 Secretary

The corporate website is up to date, including the new director appointments. The Secretary apologized for not publishing the announcements regarding the appointment of new directors and the results of officer elections, but we did publish the availability of our corporate informational filings. The Secretary said he would get the announcement of the new director appointments soon.

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“ConJosé,” “ConFrancisco,” and the SFSFC bridge-map logo are service marks of San Francisco Science Fiction Conventions, Inc., a California non-profit corporation recognized as tax-exempt under IRC §501(c)(3). “Worldcon,” “World Science Fiction Convention,” “WSFS,” “World Science Fiction Society,” “NASFiC,” “Hugo Award,” and the distinctive design of the Hugo Award rocket are registered service marks of the World Science Fiction Society, an unincorporated literary society. “Westcon” is a registered service mark of the Los Angeles Science Fantasy Society, Inc. “Costume-Con” is a registered service mark of Karen Schnaubelt.

### 3.3.1 Websites

Assistant Secretary Cheryl Morgan summarized some issues dealing with one of our committee's websites. Committees need to coordinate their website administration with corporate. There was some general discussion of technical issues with our websites.

Ms. Morgan discussed our older websites, which are using up storage space, and we are starting to run out of space. She is working on creating "static" versions of the older sites so that we can keep them visible without using as much space.

## 4. Standing Committee Reports

### 4.1. 2018 Worldcon Operating Committee

2018 Worldcon Operating Committee Chair Kevin Roche reported. Financial reports are attached. (See Appendices A-B.) At 11:28 AM the meeting went into Committee of the Whole, Randy Smith presiding, to discuss the report of the 2018 Worldcon Operating Committee. At 11:31 AM, the Committee of the Whole rose and reported:

- We continue to prepare for the program book mailing, which is our final significant commitment.

### 4.2. Costume-Con 39 Committee (2023)

At 11:32 AM, the meeting went into Committee of the Whole, Cindy Scott presiding, to discuss Costume-Con 39. At 11:50 AM, the Committee of the Whole rose and reported the following:

- Adam Savage has been announced as a guest for Saturday morning of CC39 only. This is a unique situation that was the result of years of relationship building.
- The CC39 committee submitted a summary financial report and a written report. (See attachments.) The Treasurer reported that the checking account balance as of today is \$10,475.13.
- Currently the convention has 375 total members. Our attendance cap is 2000.
- The committee is holding regular staff meetings online.
- Hotel block is over 90% full. We were able to get more shoulder nights. We are exceeding the 80% attrition rate.

### 4.3. New Zealand 2020 Committee

Randy Smith submitted a written report and financial statement. (**See Appendices C-D.**) The Board discussed the reports informally. In response to a question about pass-along funds to the Chengdu 2023 Worldcon, Mr. Smith explained that this money was being transferred to a US-based non-profit, tax-exempt corporate set up in support of the 2023 Worldcon.

### 4.4. Westercon 74 Organizing Committee (2022)

Westercon 74 (Tonopah) Organizing Committee Chair Kevin Standlee reported. Financial information has not changed since the last report. The only remaining action left for Westercon 74 is the committee's attempt to find a grant to allow membership reimbursements for committee, staff, and program participants who did not receive complimentary membership. If the committee is unable to obtain such a grant, they anticipate requesting to be discharged at a future meeting in 2023.

## 5. New Business

### 5.1. Strategic Development

At 12:01 PM, the meeting went into Committee of the Whole, Cindy Scott presiding, to discuss future strategic development plans for the corporation. At 12:33 PM, the Committee of the Whole rose and reported:

- Mr. Trembley is working on project called **Pride Space** that would work to partner with genre conventions to foster celebratory LGBTQ+ spaces at those conventions.
- He proposes that SFSFC form a standing committee to be the business structure for this group.
- The group anticipates that it would be able to generate some revenue for the corporation in the form of a small “rake” (5%, which is lower than most corporate fundraising). It would not be an extra expense for the corporation.
- The committee would work within the purposes of the corporation as codified in the SFSFC Articles of Incorporation and Bylaws as recognized by the State of California and the US Internal Revenue Service.
- The COTW recommends that Mr. Trembley form a committee to research this proposal and that this committee be instructed to present formal recommendations for forming a standing committee of the corporation at the next regular meeting.

By unanimous consent, Mr. Trembley (Chair), Ms. Morgan, Mr. Roche, and Ms. Wong-Bassett were appointed as a Pride Space Exploratory Committee, and the committee was instructed to present formal recommendations for forming a standing committee of the corporation at the next regular meeting to implement the report of the Committee of the Whole.

## 6. Announcements/Future Meetings

### 6.1. 2023 Meetings

Remaining scheduled meeting dates for 2023 are scheduled as follows:

- Sunday, July 9, 2023. This a change from the default date listed in the previous regular meeting’s minutes.
- Saturday, November 18, 2023

As usual, these dates are subject to change as needed.

## 7. Adjournment

By unanimous consent, the meeting adjourned at 12:37 PM.

Kevin Standlee  
Secretary

*[Approved: April 2, 2023]*

## Appendix A: Worldcon 76 Balance Sheet, March 15, 2023

	<u>Oct 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>11000 · Corporate Bank Accounts</b>	
11100 · Worldcon 76	\$11,866.25
11110 · Money Market	\$61,862.25
11200 · Paypal	<u>\$3,567.49</u>
<b>Total 11000 · Corporate Bank Accounts</b>	<u>\$77,295.99</u>
<b>Total Checking/Savings</b>	<u>\$77,295.99</u>
<b>Total Current Assets</b>	\$77,295.99
<b>Other Assets</b>	
<b>18600 · Other Assets</b>	
18620 · Items paid for Corporation	\$1,716.19
18690 · Messner Reeves Retainer	<u>\$470.50</u>
<b>Total 18600 · Other Assets</b>	<u>\$2,186.69</u>
<b>Total Other Assets</b>	<u>\$2,186.69</u>
<b>TOTAL ASSETS</b>	<u><u>\$79,482.68</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
21000 · Meriwest Credit Card	<u>\$1,792.80</u>
<b>Total Credit Cards</b>	\$1,792.80
<b>Other Current Liabilities</b>	
26500 · Post Convention Pubs Shipping	\$60,000.00
26400 · MI Fund	
26420 · MI Travel	<u>\$4,638.20</u>
<b>Total 26400 · MI Fund</b>	\$4,638.20
26300 · LGBTQ Fund	<u>\$1,125.00</u>
<b>Total Other Current Liabilities</b>	<u>\$65,763.20</u>
<b>Total Current Liabilities</b>	<u>\$67,556.00</u>
<b>Total Liabilities</b>	\$67,556.00
<b>Equity</b>	
30000 · Opening Balance Equity	(\$474.45)
31500 · Temp. Restricted Net Assets	(\$65,763.20)
32000 · Unrestricted Net Assets	\$92,007.17
<b>Net Income</b>	<u>(\$13,842.84)</u>
<b>Total Equity</b>	<u>\$11,926.68</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>\$79,482.68</u></u>

## Appendix B: Worldcon 76 Balance Sheet, August 20, 2016-March 15, 2023 (Lifetime)

	<u>Aug 20, '16 - Mar 15, 23</u>
<b>Income</b>	
<b>4200000 - Convention Income</b>	
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
<b>4210000 - Adult Attending</b>	
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
<b>Total 4210000 - Adult Attending</b>	<u>\$945,151.92</u>
<b>4230000 - YA Attending</b>	
4230100 - YA Attending	\$7,795.00
4230200 - YA Vote Upgrade	\$160.00
<b>Total 4230000 - YA Attending</b>	<u>\$7,955.00</u>
<b>4240000 - Child Attending</b>	\$4,965.00
<b>4250000 - Supporting</b>	
4250010 - Supporting memberships	\$73,820.00
4250100 - Site Selection Fees	\$53,280.00
<b>Total 4250000 - Supporting</b>	<u>\$127,100.00</u>
<b>4260100 - Dealers' Room Deposits</b>	
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
<b>Total 4260100 - Dealers' Room Deposits</b>	<u>\$95,480.00</u>
4260200 - Creator's Alley	\$2,057.35
4260201 - Art Show Sales	\$22,456.72
4260500 - Advertising	

4260550 · Souvenir Book Advertising	\$18,469.92
4260500 · Advertising - Other	<u>\$3,215.00</u>
<b>Total 4260500 · Advertising</b>	<b>\$21,684.92</b>
<b>4270000 · Donations and Grants</b>	
4270700 · Charity Donations	
4270720 · TAFF/DUFF donations	\$1,901.50
4270710 · Alzheimer's Association	<u>\$13,232.97</u>
<b>Total 4270700 · Charity Donations</b>	<b>\$15,134.47</b>
4270600 · SYFY sponsorship	\$3,000.00
4270500 · Google Sponsorship	\$45,000.00
4270100 · General Donations	\$5,703.52
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>
<b>Total 4270200 · Passalong Funds</b>	<b>\$74,906.20</b>
4270900 · Mexicanx donations	
4270910 · Mexicanx Membership donations	\$6,080.00
4270920 · Mexicanx Initiative Travel Fund	<u>\$16,124.19</u>
<b>Total 4270900 · Mexicanx donations</b>	<b>\$22,204.19</b>
4270930 · LGBTQ Initiative Donations	<u>\$6,563.00</u>
<b>Total 4270000 · Donations and Grants</b>	<b>\$183,660.58</b>
<b>428000 · Tours</b>	
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>
<b>Total 428000 · Tours</b>	<b>\$6,165.50</b>
4290000 · Interest Income	<u>\$1,201.24</u>
<b>Total 4200000 · Convention Income</b>	<b><u>\$1,520,683.28</u></b>
<b>Total Income</b>	<b><u>\$1,520,683.28</u></b>
<b>Gross Profit</b>	<b>\$1,520,683.28</b>
<b>Expense</b>	
<b>6200000 · Convention Expenses</b>	
<b>6205000 · Tech</b>	
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>
<b>Total 6205000 · Tech</b>	<b>\$195,538.83</b>
<b>6203000 · Exhibits Expenses</b>	
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	\$417.41
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>
<b>Total 6203030 · Dealers room expense</b>	<b>\$139.13</b>
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>
<b>Total 6203000 · Exhibits Expenses</b>	<b>\$24,180.72</b>
<b>6213000 · Member Services Expenses</b>	
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 · Obmudman expenses	\$79.34
6213016 · Business Cards	\$39.87
6213062 · Staff Shirt Expense	\$9,378.94
6213091 · Storage	\$41,804.92
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
<b>Total 6213000 · Member Services Expenses</b>	<b>\$104,145.78</b>
<b>6202000 · Events Expenses</b>	
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
<b>Total 6202026 · License Fees</b>	<b>\$1,067.00</b>
<b>Total 6202000 · Events Expenses</b>	<b>\$9,601.80</b>
<b>6201000 · Chair's Office</b>	
6201076 · Membership reimbursements	\$341.00
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	\$161,567.22
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
<b>Total 6201000 · Chair's Office</b>	<b>\$209,302.71</b>
<b>6207000 · Promotions &amp; Publicity</b>	
6207040 · Domain Registration	\$1,715.48
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
<b>Total 6207000 · Promotions &amp; Publicity</b>	<b>\$29,293.35</b>
<b>6210000 · Facilities</b>	
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	\$271,575.62
6210000 · Facilities - Other	<u>\$90,200.05</u>
<b>Total 6210000 · Facilities</b>	<b>\$572,971.97</b>
<b>6212000 · Operations Expense</b>	
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	<u>\$8,032.59</u>
<b>Total 6212000 · Operations Expense</b>	<b>\$15,446.81</b>
<b>6209000 · WSFS Expenses</b>	
6209013 · MPC Dues	\$3,906.00
6209035 · Hugo Trophy Shipping	\$780.94
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	<u>\$36.67</u>
<b>Total 6209000 · WSFS Expenses</b>	<b>\$24,412.55</b>
<b>6211000 · Hospitality Expenses</b>	
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	<u>\$3,000.00</u>
<b>Total 6211000 · Hospitality Expenses</b>	<b>\$44,337.80</b>
<b>6204000 · Programming Expenses</b>	
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
<b>Total 6204010 · GoH Expenses</b>	<b>\$5,136.01</b>
<b>Total 6204000 · Programming Expenses</b>	<b>\$14,663.96</b>
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
<b>Total 6208000 · Publications Expenses</b>	<b>\$69,018.52</b>
6206000 · Finance Division	
6206076 · Chicon 8	\$5,000.00
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	\$835.92
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>\$164,504.78</u>
Total 6200000 · Convention Expenses	<u>\$1,477,419.58</u>
Total Expense	<u>\$1,477,419.58</u>
Net Income	<u><u>\$43,263.70</u></u>

## **Appendix C: Report of the New Zealand Agent Committee, March 18, 2023**

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

1. Forwarded copies of bank statements to the CoNZealand Finance Division.
2. Begun the process of sending Passalong funds to Chengdu Worldcon 2023.
3. Paid other bills.

### 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.

Respectfully Submitted,

Randy Smith

Chair, ConZealand Agent Committee

## Appendix D: CoNZealand Agent Committee Financial Report, March 18, 2023

Bank Balance – 11/19/22 \$ 80,302.36

### Income

None

### Expenses

Committee Expenses at Chicon 8 \$ 11,347.30

Reimbursement for Expenses at Chicon 8 231.50

Total Expenses \$ 11,578.80

Bank Balance—7/16/22 \$ 68,723.56

### Payments in Process

Outstanding Check No. 159 SFSFC \$ 120.00

Passalong Funds to Chengdu Worldcon 2023 \$ 12,500.00

A wire transfer has been requested. First Republic Bank has said they will release the funds on Monday, March 20, 2023.



	Budget	Actual Through 7/31/2012	Over/Under	Notes
<b>4000 Corporate Income</b>	<b>\$0.00</b>	<b>\$908.17</b>		
4001- Donations				
4010- Donations, cash		\$920.17		Radar paid for ribbons for advertising usage, Chris paid for Streamyard
4001- Donations, other				
4110- Interest				
<b>4500 Donations</b>	<b>\$0.00</b>	<b>\$0.00</b>		
4510- Donations from other cons				
4500- Total con donations				
4610- Branded item sales				
4690- Advertising sales				
<b>4301 Membership</b>				
(see separate sheet for details)				
<b>Membership Total</b>	<b>\$30,000.00</b>	<b>\$25,730.00</b>		
<b>4400 Vendor Income</b>		<b>\$3,505.00</b>		
(see separate sheet for details)				
4410- Dealer booths & tables	\$3,000.00	\$2,985.00		
4415- A&P dealer members		\$520.00		
<b>Hospitality</b>	<b>\$1,200.00</b>	<b>\$300.00</b>		suite sponsorships

Category	Detail	Budget	Actual through 3/30/2023	Over/Under	Notes
6000 Corporate	Corporate Expenses	\$0.00	\$5,672.73		
6550 Corporate	Treasurer expenses				
6560 Corporate	Bank fees (includes bad debt)				
6565 Corporate	CCPayPal/Stripe fees		\$1,672.73		
7010 Advertising	Advertising	\$0.00	\$552.73		
7011 Advertising	Flyers				
7012 Advertising	Ads in other pubs				
7013 Advertising	Parties		\$106.96		CC40 Hospitality supplies
7014 Advertising	Ribbons & buttons		\$440.17		Radar donating
7015 Advertising	Misc		\$5.60		Table runner
7035 Entertainment	Entertainment	\$7,300.00	\$0.00		
7035A Entertainment	Evil Ted appearance	\$2,000.00			
7035B Entertainment	Evil Ted Hotel	\$750.00			
7035C Entertainment	Evil Ted per diem	\$375.00			
7035D Entertainment	Evil Ted travel (Los Angeles)	\$375.00			Southwest
7035E Entertainment	Beverly Downen appearance	\$2,000.00			
7035F Entertainment	Beverly Downen hotel	\$750.00			
7035G Entertainment	Beverly Downen per diem	\$375.00			
7035H Entertainment	Beverly Downen travel (Portland)	\$375.00			Alaska
7037 Entertainment	Adam Savage car service	\$300.00			
7040 Exhibits	Exhibits	\$0.00	\$0.00		
	Exhibits				
	Exhibits				
	Exhibits				
7050 Hospitality	Hospitality	\$700.00	\$0.00		
7051 Hospitality	Con Suite	\$700.00			does not include coffee service, which is under Hotel F&B
7052 Hospitality	Friday Night Social				
7053 Hospitality	Masquerade food				
7054 Hospitality	Staff food				
7060 Hotel	Hotel	\$20,500.00	\$20,500.00		
Hotel	Deposit #1	\$500.00	\$500.00		Paid
Hotel	Deposit #2	\$5,000.00	\$5,000.00		Paid
Hotel	Deposit #3	\$7,500.00	\$7,500.00		Paid
Hotel	Deposit #4	\$7,500.00	\$7,500.00		Paid
Hotel	F&B				includes coffee service for Con Suite/Hospitality
Hotel	Staff rooms (4 sleep rooms)				
Hotel	Room setup fees				do we actually have this?
Hotel	Main Stage - Riser Setup				
Hotel	Main Stage - Pipe & Drape (Encore)				
3030 Insurance	Insurance	\$0.00	\$0.00		this is really a corporate expense
7080 Masquerade	Masquerade	\$0.00	\$0.00		
7082 Masquerade	Green room kit				
7080 Masquerade	Masquerade, other				
Operations	Operations	\$0.00	\$0.00		
Operations	ConOps				
7140 Operations	Programming/PrmgDpr				
7200 Operations	Registration				
7205 Operations	Office Supplies				
7210 Operations	Signage				
3420 Operations	Swag				these are postage-stamps-no-publications-included
Operations	Ribbons				these are the staff and official ribbons
7090 Publications	Publications & Media	\$0.00	\$480.00		
7110 Publications	Program Book				
Publications	FashionFolio	\$0.00	\$0.00		The Fashion Folio is totally online, so there is no cost
Publications	Streamyard subscription		\$480.00		paid by Chris
Publications	Buffer subscription				
Publications	Website				
7215 Site Selection	Site selection expenses				what would this include?
7230 Tech	Tech Support	\$11,000.00	\$0.00		
7221 Tech	Sound & Lights (Encore)	\$11,000.00			
7222 Tech	Photography				Richard Man
7223 Tech	Stage supplies				
Tech	Tech Support, other				
7900 Misc Expenses	Misc. Expenses				
7920 Staff Refund	Staff refund				
7980 PassAlong	CostumeCon Pass Along				
Vendors	Vendors	\$100.00	\$0.00		donuts and coffee for Friday morning



Membership Type	Dates Sold - Start	Dates Sold - End	Price	Number Sold	Extended \$
CC36 PreRegistration	5/11/2018	5/14/2018	\$40	67	\$2,680
CC36 Supporting	5/11/2018	5/14/2018	20	0	\$0
Early Bird Attending	5/21/2018	7/31/2019	60	12	\$720
Early Bird Supporting	5/21/2018	7/31/2019	30	1	\$30
Pre-Registration	8/1/2019	3/1/2020	75	19	\$1,425
Pre-Registration 2	3/2/2020	9/30/2020	90	7	\$630
Pre-Registration 2 - Supporting	3/2/2020	9/30/2020	50	2	\$100
Pre-Registration 3	10/1/2020	12/24/2022	100	145	\$14,500
Pre-Registration 3 - Student	10/1/2020	12/24/2022	85	1	\$85
Pre-Registration 3 - Youth	10/1/2020	12/24/2022	50	4	\$200
Pre-Registration 3 - Child	10/1/2020	12/24/2022	30	2	\$60
Pre-Registration 4	12/25/2022	4/13/2023	110	36	\$3,960 *as of 3/14/2023
Pre-Registration 4 - Student	12/25/2022	4/13/2023	95		\$0
Pre-Registration 4 - Youth	12/25/2022	4/13/2023	60		\$0
Pre-Registration 4 - Child	12/25/2022	4/13/2023	50		\$0
Pre-Registration 4 - Upgrade	12/25/2022	4/13/2023	50	1	\$50
Staff	5/21/2018	4/19/2023	40	20	\$800
Single Day - Friday	3/1/2023	4/21/2023	45		\$0
Single Day - Friday Y/C	3/1/2023	4/21/2023	25		\$0
Single Day - Saturday	3/1/2023	4/21/2023	60	8	\$480
Single Day - Saturday Y/C	3/1/2023	4/21/2023	40		\$0
Single Day - Sunday	3/1/2023	4/21/2023	60		\$0
Single Day - Sunday Y/C	3/1/2023	4/21/2023	40		\$0
Single Day - Monday	3/1/2023	4/21/2023	25		\$0
Single Day - Monday Y/C	3/1/2023	4/21/2023	20		\$0
<b>TOTAL</b>				<b>325</b>	<b>\$25,720</b>

Vendor	# Booths	Extra Members	Extra Tables	Total	Paid?
All the Shiny Things	2			\$200	y
Beverly Downen	1			\$0	n/a
Bohemian Butterfly Sisterhood	2		2	\$200	
Cool Art Corner	1			\$100	y
Don Simpson	1	1		\$150	y
Dragon/Marsh Notions & Potions	2			\$200	y
EnbyFae Fashion	1			\$100	
Evil Ted	1			\$0	n/a
Farthengale Enterprises	1			\$100	y
Featherweight Finery	1			\$100	y
Fly By Night Books	1			\$100	y
Flying Hands Massage	Alley			\$100	y
Flying Skwirf	1			\$100	y
Future Bloom	2			\$200	y
Ginger Quest	1	1	1	\$215	
Heart Shaped Earmarks	1			\$100	y
Holzer & Combe Haberdashery	2	3		\$395	y
Jewels by Olivia	1	1		\$165	y
Kawaii Pushies	1			\$100	y
Let's CreateCB	Alley			\$100	y
Margaret Mannatt Fine Books	1	1		\$165	y
Octopunx	1	1		\$165	y
Paper Demon	1			\$100	y
RuMei Creations	1		1	\$150	y
Springtime Creations	1			\$100	
Willowroot Wands	1			\$100	
<b>TOTAL</b>		<b>\$520</b>	<b>\$200</b>	<b>\$3,505</b>	

# Costume-Con 39 - March 2023 update to SFSFC Board

## Membership Update:

369 attendees registered (including staff)

- November: 10
- December: 47 <-- big pre-holiday push
- January: 32
- February: 11
- March (to date): 17 (as of the 16th)

Day memberships were opened 3/5/2023, and we have 9 Saturday-only sold already  
Next price increase is when we close pre-reg... which will be April 13th.

## Website:

- In addition to the previously noted forms, we have added google forms for Historical and Single Pattern signups. F&SF is still pending info from Lindsay
- The pandemic mask policy had minor edits (you may take off your mask when on stage and for official photography).
- The code of conduct has been revised to add comments specifically about racism/racial harassment. These are based on existing language from the GBACG anti-harassment policy.

## Dealers:

- we currently have 29 approved vendors and 2 artist's alley tables approved
- we are pending payment from 6 vendors. There has been some issue with the Stripe invoices getting through to people.
- We are looking for someone who can help "table sit" and keep an eye on vendors, get them loaded in, etc.

## Finance:

Stripe download --

a total of \$17,995 from 7/7/2022 (after all Westercon charges/payments completed) through 3/14/2023, fees \$1120.75 for the same time frame

Vendors: \$2790, still have \$715 pending

Sponsorships (Hospitality): 2 so far (GBACG, SiW)

## Grants:

Looking for ideas - items to focus on are tech and hotel F&B

Verizon reached out to us for something different, but Radar is following up with them

Any Google connections? (Kevin R)

## Staff:

Tech Crew: Smash will be lead, Jean Batt is helping us get others to work for sounds, lights, video (which Stephen is running)

There are other openings yet to be filled, but of less critical nature

## Misc:

We still have the Streamyard account -- so if anyone wants to use it, let us know. Otherwise I will cancel the subscription before it auto-renews again.