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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)

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# Regular Meeting of Board of Directors Minutes

Saturday, July 19, 2008, Felton, California

## 1. Call to Order

The regular trimesterly meeting of the Board of Directors of SFSFC, Inc., met on Saturday, July 19, 2008, in the home of Glenn Glazer, 1074 El Solyo Heights Dr, Felton, California. The meeting was called to order at 1:11 PM, President David Gallaher presiding and Secretary Kevin Standlee recording. Members present (\*by telephone): James Briggs\*, Sandra Childress\*, David W. Clark,\* Nancy L. Cobb, Wolfgang Coe, David Gallaher, Glenn Glazer, Jan Price\*, Kevin Standlee, Tom Whitmore\*. Members absent: Craige Howlett, Cindy Scott. Proxies (some to be executed only if required due to communications failure): James Briggs to David Gallaher, Sandra Childress to Kevin Standlee, Jan Price to Nancy L. Cobb, Cindy Scott to Nancy L. Cobb, Tom Whitmore to Kevin Standlee. Others present: Joy Coe, Crickett Fox, Maurine Starkey, Allison Hershey.

## 2. Previous Minutes

### 2.1. Regular Meeting, March 15, 2008

The minutes of the regular meeting of March 15, 2008 were approved as published in advance of the meeting by unanimous consent.

### 2.2. Special Meeting, June 18, 2008

The minutes of the special meeting of June 18, 2008 were approved as published in advance of the meeting by unanimous consent.

### 2.3. Special Meeting, July 1, 2008

The minutes of the special meeting of July 1, 2008 were approved as published in advance of the meeting by unanimous consent.

## 3. Officer Reports

### 3.1. President

The President had no report.

### 3.2. Treasurer

#### 3.2.1. Financial Statements

The Treasurer, who was unable to attend today's meeting, submitted a Profit & Loss statement for the fiscal year ending June 30, 2008 and a Balance Statement as of June 30, 2008. Copies of these statements are attached to these minutes as appendices. She also included the following statement:

The tax return for the year ended 6/30/2007 was filed on 5/15/2008, within the limit of our extensions. I will be

getting the numbers to our accountant by 8/15/2008 so we can file on time by 11/15/2008.

I still haven't worked out the nitty gritty details on that Construction 2007 income discrepancy we had. I will do it in the next month and get back to the board with the final figures.

Attached are the balance sheet and income statement. We continue to lose money, but we were expecting that. We know we will have money coming in from our conventions in process, so I'm not worried too much. I did correct the "convention income" to be liabilities, as pointed out by Mr. Clark at the last meeting - thank you Dave.

Note that I do not specifically allocate funds from the general fund to a specific convention in the books. We have a record in the minutes of what was allocated (in this case \$1000 for San Jose in 2011), and can compare that to any expenses in the books.

### 3.2 Secretary

The Secretary discussed a significant rebuild of the corporation's web site and the addition of a separate WordPress web site for the Westercon bid. He expressed his gratitude to Cheryl Morgan, who did nearly all of the work necessary to get the sites running and making us look good.

Mr. Glazer asked about access issues. Individuals needing access should write to the Secretary to get the details. No specialized software is needed; just a web browser.

SFSFC thanks Cheryl Morgan for her contributions to the corporation's activities, in particular her work in setting up the corporation's various web sites.

## 4. Standing Committee Reports

### 4.1 ConStructure

Ms. Price reported, along with Mr. Gallaher. We have inquired of the San Jose Wyndham about availability of appropriate function space and room-night blocks. There was general discussion of how many hotel room-nights we might expect to use, what the facility constraints would be, and what the theme would be.

There are many constraints on our people this year, and there was a feeling among the board that we might be better off to not hold one this year and get 2009's event ironed out. After further discussion, the ConStructure committee moved the following:

#### **Motion 2008-06: ConStructure**

*Moved,* That Motion 2007-08 regarding Construction is modified as follows, with the effect of canceling ConStructure 2008 and shifting the proposed schedule one year into the future:

1. The ConStructure Committee is hereby directed to organize a 2009 and 2011 ConStructure under the same conditions as the current series of ConStructure events;

2. The ConStruction Committee is directed to study the prospect of working with other groups to organize a ConStruction event in 2010.

After some further discussion of the effect of the motion, motion 2008-06 was adopted by unanimous consent.

#### 4.2 HPEF 2009

Mr. Howlett was not present. Ms. Price reported that the HPEF committee did cancel in writing the contract with the Fairmont before the cancellation deadline and that he informed HPEF verbally that we are no longer interested in operating a 2009 event. Reportedly the president of the HPEF board plans to undertake organizing an event in San Francisco in 2009.

We would like to be able to discharge this committee, but can't do so until we get Mr. Howlett's final report.

Mr. Glazer asked how much money we spent on this project. Several members explained that although we authorized small amounts of money as part of the exploration process, we never did spend any significant amounts on this project.

#### 4.3 SMOFCon 2010

Mr. Glazer reported that there is nothing new at this time. We are in "cruise control" until we get closer to site selection at the 2009 SMOFCon.

Mr. Whitmore pointed out that this year's SMOFCon in Columbus is getting significant negative publicity for having no information about their convention. Mr. Glazer discussed his plans for how to deal with this should we be selected.

#### 4.4. World Fantasy Convention 2009

Mr. Gallaher reported. His commitments to this year's Worldcon have slowed his ability to concentrate on the WFC. Cheryl Morgan has created a nice WordPress-based web site, but is waiting for content from Mr. Gallaher, and therefore we haven't been able to launch it – thus the "placeholder" page is still sitting there (with the wrong dates).

Kevin Roche and Andy Trembley have agreed to run Hospitality.

This year's WFC in Calgary has not finalized its Guests of Honor, which means we can't make our selections. We currently have about 40 members, which is pretty typical since most WFCs don't start actively selling memberships until after the previous WFC.

#### 4.5. Westercon 2011 Organizing Committee

Mr. Glazer reported. We had a very successful launch at Las Vegas. We sold pre-supports to more than 10% of the attendees at Westercon 61. He thanked Wolfgang Coe, Sandra Childress, Jim Briggs, Lisa Harrigan, and Kevin Standlee for their help in sitting at tables and running parties. As of now, the bid hasn't touched its "grant" money, as income more than paid for our party and related expenses.

The committee held a meeting by conference call (and thanked Mr. Standlee for taking meeting notes) to discuss a permanent theme and is continuing to evaluate proposals. We'll pick a site by November 30.

Mr. Standlee volunteered to prepare the bid filing papers except the facility contract.

The bid is working with the two seated Westercons to host one night of the Denvention Three Con Suite as a "Westercon Block Party" as part of the campaign to rebuild the Westercon brand, that being one of the goals of this bid.

Mr. Glazer asked what level of authority he has to commit resources. The President explained that the board tries to keep a light hand on its committees and to trust them to behave responsibly. There was further general discussion of the responsibilities of our committees, and also certain technical requirements of the Westercon bylaws regarding Westercon committees.

Ms. Childress gave some details of the planned multi-Westercon party. Planning details will be dealt with in the committee.

We do now have committee members who are not directors of the corporation. All directors are on the committee e-mail list but aren't listed as being on the bid committee unless they send a bio and photo to Kevin for inclusion on the bid web site at <http://sfsfc.org/westercon64/>.

The meeting recessed at 2:24 and reconvened at 2:30 PM. Ms. Childress left during the break.

## 5. Special Committee Reports

### 5.1. SMOFCon Scholarship Committee

The Committee reported that Ms. Morgan is building a new web form for scholarship submissions. Once that form is ready and the committee works out a submission schedule, we will send out a press release announcing its availability.

Without objection, the committee was continued to the next regular meeting.

### 5.4. Strategic Development Committee

By unanimous consent, the meeting went into a Committee of the Whole and met as the Strategic Development Committee established by Resolution 2006-07, Nancy L. Cobb presiding, at 2:35 PM. The Committee of the Whole rose at 2:54 PM, reporting that it had discussed current and medium-term strategic developments, but it had no specific recommendations other than continuing the committee.

Without objection, the committee was continued through the next regular meeting.

## 6. Unfinished Business

There was no unfinished business.

## 7. New Business

Mr. Glazer asked if he could be compensated for the food he bought for today's meeting. Mr. Standlee introduced the following motion:

### **Motion 2008-07: July 2008 Meeting**

*Moved*, to appropriate \$108.75 to Glenn Glazer toward the costs of hosting today's meeting in Felton.

This is the same amount (including tax) that we pay the Centerville Depot Café to rent our meeting space. Motion 2008-07 was approved by unanimous consent.

The Board thanked (and applauded) Allison Hershey for her work in organizing the food and for letting us in to her and Glenn's home.

## 8. Announcements/Future Meetings

### 8.1. November Meeting

The November meeting is currently scheduled to be held November 15, 2008, 11 AM, at the Centerville Train Station meeting room.

## 8.2. 2009 Meetings

We will schedule these meetings in November 2008.

## 9. Adjournment

By unanimous consent, the meeting adjourned at 3:03 PM.

Kevin Standlee  
Secretary

*[Approved: November 15, 2008]*

## Appendix A: SFSFC Profit & Loss Statement, Fiscal Year Ending June 30, 2008

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Convention Income</b>	
Construction 2007	2,790.00
<b>Total Convention Income</b>	2,790.00
Credit Card Charge	49.25
Interest Income	371.31
Uncategorized Income	0.44
<b>Total Income</b>	3,211.00
<b>Expense</b>	
Accounting Services	150.00
Convention Development	500.00
<b>Conventions</b>	
Hotel	2,114.45
Supplies	14.38
<b>Total Conventions</b>	2,128.83
<b>Credit Card Transaction Fees</b>	
Paypal Fees	73.36
Credit Card Transaction Fees - Other	638.51
<b>Total Credit Card Transaction Fees</b>	711.87
Filing Fees	179.70
Grants Made	1,200.00
Internet	331.33
Meeting Expense	271.76
Office Supplies	300.00
Postage	57.85
Storage Unit	864.00
<b>Tax</b>	
State	10.00
<b>Total Tax</b>	10.00
<b>Total Expense</b>	6,705.34
<b>Net Ordinary Income</b>	-3,494.34
<b>Net Income</b>	-3,494.34

**Appendix B: SFSFC Balance Sheet, March 15, 2008**

	<u>Jun 30, 08</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
BotW - Checking	4,065.55
BotW - Construction	918.35
BotW - CD #1	3,696.79
BotW - CD #2	5,997.12
BotW - World Fantasy 2009	4,002.92
PayPal	<u>526.54</u>
<b>Total Checking/Savings</b>	<u>19,207.27</u>
<b>Total Current Assets</b>	<u>19,207.27</u>
<b>TOTAL ASSETS</b>	<u><u>19,207.27</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
WFC 2009 Liabilities	5,079.75
San Jose in 2011 Liabilities	<u>242.11</u>
<b>Total Other Current Liabilities</b>	<u>5,321.86</u>
<b>Total Current Liabilities</b>	<u>5,321.86</u>
<b>Total Liabilities</b>	5,321.86
<b>Equity</b>	
Retained Earnings	17,379.75
Net Income	<u>-3,494.34</u>
<b>Total Equity</b>	<u>13,885.41</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>19,207.27</u></u>