

## Minutes of 11/15/2015 Leprecon, Inc., Quarterly Board Meeting

Date: Sunday, November 15, 2015

Location: Spoke & Wheel Tavern, Phoenix, Arizona

The meeting was called to order by Mike Willmoth at 4:00 p.m.

Voting Board Members present: Michael Fett (expires August 2017; Sponsorship Coordinator), Kevin McAlonan (expires August 2016; Secretary), Paul Tanton (L41, expires August 2017; Database Administrator, Social Networking Coordinator), and Mike Willmoth (expires August 2018; Chairman).

Voting Board Members absent: Donald Jacques (L40, expires August 2016).

Non-Voting Board Members present: Dee Astell (W70), Hal C.F. Astell (Quartermaster), and Mandy Parker (L42).

Non-Voting Board Members absent: Lyle Dillie (Webmaster), Bruce Farr (Treasurer).

Members present: Mark Boniece, Margaret Grady, Sharan Hoyle, Gary Swaty, Susan Uttke, and Lee Whiteside.

Guests: Mike Cassidy.

Petitions for Membership: None

Proxies: Walt Barlow, Jim Strait, and John T. Wheeler to Mark Boniece (3).

Patti Hultstrand to Michael Fett (1).

Don Jacques to Paul Tanton (1).

Jean Goddin and Gerald Nordley to Mike Willmoth (2).

### Reports

Secretary's Report: Minutes from the August 9, 2015, meeting were posted on-line and available at the meeting. They were approved as amended 11-0-6.

Treasurer's Report: Bruce Farr did not submit a report; Mike Willmoth will post the information on line.

LepreCon 41: Paul Tanton submitted a written report that was posted on-line prior to the meeting:

- Lep41 Chairman provided tracking number to April Robinson for her unsold works in the Lep41

Art Gallery. Tracking number confirmed receipt, and she was able to track down who had accepted the package.

- LepInc Chairman provided requested transaction list of PayPal information to Lep41 Treasurer.
- Lep41 member paid for Betsy Mott, Piece #19, “Starfury MK.1” and Betsy Mott. Piece #20, “Shadow Battle Crab.”
- Lep41 Assistant Program Director began process of putting Lep41 Sketch Off drawings on eBay to benefit PCHF.
- Lep41 Web Team Director reported to the Lep41 Treasurer that he lost his reimbursement check. She pointed out that she had still not received a receipt for the purchase and that a stop payment would be \$31. A receipt has not been provided since, nor has the existing check been cashed.
- Lep41 program participant reported that white on black text was painful to the eyes, and that they use Opera User Mode to strip away the formatting and view the site as black on white text.
- Canceled Nextiva Fax Service, the facsimile number provided on all Lep41 GoH contracts.
- Lep41 Fannish Resources Director submitted finalized hours report for all committee, staff, and volunteers.
- Lep41 Art Gallery Artist Elizabeth Leggett won the 2015 Hugo Award for Best Fan Artist.
- Lep41 Chairman provided a letter of recommendation to Lep41 Fannish Resources Director.
- Two Lep41 staff paid for their Supporting Memberships post-con in order to earn passthroughs.
- Lep41 Hospitality Director requested an additional \$300 from the Lep41 Treasurer, but she declined to do so until he provided receipts. No receipts were provided.
- Lep41 Chairman provided Lep41 to Lep42 passthrough list to LepInc board.
- Lep41 Treasurer resigned, citing conflicts with other committee members. Provided all emails and paperwork to Lep41 Chairman to close out the books on his own.
- Lep41 Chairman submitted HMS Claymore Lep42 fan table request from at-con to Lep42 Chairwoman and Lep42 Pre-Con Venue Liaison, including proof of Lep42 membership purchased at-con.
- Lep41 website archived to [leprecon.org/lep41](http://leprecon.org/lep41) by LepInc Webmaster.
- Lep41 Chairman sent new checks for Art Show and Print Shop to Sarah Clemens after she promised to shred or return the original checks if found.
- Elizabeth Leggett sent in a check to cover return shipping for her unsold Lep41 Art Gallery artwork.
- LepInc Chairman and Lep41 Chairman both pointed out archiving errors on Lep41 archived website to LepInc Webmaster.

Mike Willmoth also distributed an expense/income sheet. Some items still need to be clarified, such as the Phoenix Comicon fan table that was reimbursed by corporate. We are waiting for some transactions to clear and for GoH Dinner payments. Michael Fett reported that Ken Kelly has completed about eight commissions from the convention, but is delayed on the others because of obligations to Hasbro.

LepreCon 42: Mandy Parker submitted a written report that was posted on-line prior to the meeting:

- Charles Hopkins is our Logistics Director.
- Kyla Rayne Mills is our At Con Hotel Liaison.
- Jenna Greensmith is our Food Coordinator Director.
- Hal Semmens is our Games Director.
- 4 Adult Memberships 1 child have been sold online.

- 2 People interested in Volunteering.
- 2 People interested in running games.
- 3 Merchant Booths, 1 merchant table, and 1 extra merchant badge were bought on line.
- 1 Fan Table has been reserved.
- The band Chronos has contacted us about performing and being participants.
- This year we did another ad swap with TusCon.
- We have been going out to Mesa's 2nd Friday to spread the word about LepreCon, in October Britt Rhuart won 2 free weekend passes at the October Costume Contest.
- I am having a bit of difficulty getting the emails from the website. Due to high level of burn out, I am having difficulty finding fresh faces to fill in Committee and Staff positions.
- While talking to merchants at TusCon, I came across a merchant who refuses to come back to LepreCon because of instead of being talked to and blown off about issues that the con was facing she was told that either "everything is great" or "It's because ComicCon moved closer to us." Over all she felt disrespected enough by what people in charge were saying and not feeling like her opinion mattered, that she refuses to have any thing to do with the con.

Suggestions were made regarding the handing of complaints. Most important is to hear out the merchant—to listen first—before trying to offer an explanation.

Westercon 70: Dee Astell submitted a written report that was posted on-line prior to the meeting:

- We have designed our org chart, though changes are possible.
  - We have 41 staff positions.
  - Eighteen are populated at this time, along with a few minions and people willing to serve in an advisory capacity.
  - We have people in mind for a few other slots. Some are offered and in discussion.
- Others are tentatively agreed but not urgent at this time.
  - We are actively seeking people for the rest.
  - We are especially strong on programming. We are only empty for Diversity and Nightlife out of eleven positions. we expect to meet as a group and put a preliminary model together for the department to begin actively working.
  - We have confirmed that we will be having a charity auction. If not previously mentioned, we will be hosting a blood drive, in conjunction with the Heinlein Society.
- We have been pursuing GoHs and sponsors.
  - Gini Koch and Weston Ochse have been previously announced, as Local Author GoH and Toastmaster respectively.
  - Julie Dillon has agreed to be our Artist GoH (she just won her second consecutive Hugo for Best Professional Artist). We are putting together a contract before announcing.
  - Larry Elmore has agreed to be a special Artist GoH (and has been fully sponsored). We are putting together a contract before announcing.
  - We have talked with the webmaster for a prospective Author GoH and are putting together an offer for her.
  - We have reached out to Doug Jones about being our Media GoH. He cannot commit this early. We will re-engage at a later point. We do, however, have his requirements, which are expensive, and are seeking sponsors.
  - We are researching Fan GoH, which is a Westercon requirement, and have talked to key

players within regional fandom to get ideas as we are keen not to choose anyone from the local scene. Thanks, Mike, for your contributions on this front.

- We have tentative ideas for other GoHs but have not pursued them at this time.
- We have done preliminary outreach as we do not yet have our Social Media or Outreach positions populated at this time.
  - We are updating Facebook and Twitter frequently, four or five times a week and getting good response.
  - Facebook has 113 likes and a 347 reach this week.
  - We worked a fan table and ran a party at TusCon 42 and sold two upgrades, one supporting membership and three attending memberships. Thanks to Kevin and Jen for all their hard work on this.
  - This puts our sales at this time at 51 supporting and 46 attending memberships.
  - Kevin will be manning a fan table at Loscon. We will leave a program ad until next year for financial reasons. We will leave a party until next year to let this year's Westercon have room.
- Westercon 67, 68 and 69 have implemented a pass-along fund plan, which is yet to be fully fleshed out.
  - The idea is that each Westercon will forward a percentage of its profits on to the next two events.
  - The 69 chair has reached out about this and we are in discussion.
  - While we will not commit until we know more details, we expect to take part in this program, both receiving funds from 68 and 69 and forwarding to 71 and 72.
- We have a number of next steps, beyond what's already been mentioned:
  - Getting a hotel walkthrough put together, so we can firm up room allocations and what that will mean for programming.
  - Adding the ability to buy memberships onto the website.
  - Putting together Progress Report #1 for distribution at the end of the year.

Mike Willmoth provided an overview of the pass-along fund program as used by Worldcon and what Leprecon did with the profits from FiestaCon.

Bylaws Committee: Mike Willmoth reported that the Board had voted 5-0-0 to update the bylaws regarding Leprecon corporate memberships for those attending Westercon 70/LepreCon 43. Paragraph 2.1.1 now states:

#### 2.1.1. Becoming a member

Membership in the organization is conveyed to a person by petition at a quarterly meeting, by obtaining a convention membership in the annual event, or by Board of Directors decree. Membership is open to all persons with an interest in science fiction, fantasy, and/or related topics. The Corporation may refuse to accept memberships for cause. If the annual event is combined with a special event, then membership in the organization shall be specified at the time of registration or as soon as possible after such registration; the default shall be to not include membership in the organization.

This will need to be mentioned in the Westercon 70 progress report and the reg forms modified.

Database: Paul Tanton submitted a written report that was posted on-line prior to the meeting:

- Jackie Monkiewicz contacted us via email to opt-out of future emailings.
- Lep40 Treasurer provided completed Lep40 database to LepInc Secretary and myself.
- LepInc Chairman provided LepInc master database to LepInc Secretary and myself.

Website: Lyle Dillie was not present. Michael Fett suggested that Lyle was frustrated by the discussion at the last quarterly meeting and may want to quit. Hal Astell asked about the location of some documents on the corporate website. Mike Willmoth said that he would be posting more minutes soon. Hal suggested making all policies available on the corporate website.

Social Networking: Paul Tanton submitted a written report that was posted on-line prior to the meeting:

- Last call was made for Lep41 unclaimed Lost and Found items.
- W70 Chairwoman and LepInc Webmaster were made administrators of FB Group.
- Lep41 & Daniel Arthur were thanked on FB Group by Lost Boys Cosplay Smart Mob for making fliers available at Lep41.
- Both LepInc FB Page photograph album photographs and LepInc Twitter photographs for Lep41 continue to get regular Likes/Favorites and Comments.
- Ken Kelly sent images via Michael Fett on an irregular basis to the FB Group of his works in progress from commissions obtained at Lep41.
- Announced Lep41 Art Gallery Artist Elizabeth Leggett's 2015 Hugo Award for Best Fan Artist.
- Fielded complaint about anti-Donald Trump trolling on FB Group.
- Converted FB & G+ Groups and Twitter Page from Lep41 to Lep42 descriptions and images.
- Converted Twitter Page from CONflagration 2015 to CONflagration 2016 description and images.
- Announced 08 September price hike for assorted memberships.
- Fielded complaint on FB Event about lack of announcement of leprecon.org change from Lep41 to Lep42.
- Announced Lep42 Local Games Guest Ben Woerner.
- Spotlitged Lep42 Merchant Happy Magpie.
- Announced Artist Guest Jennie Breeden.
- Mourned loss of local fen Grant Brummett and Ramsey Gonzales.
- Announced W70 fan table and room party at TusCon 42.
- Lep42 FB Event has 39 Interested, 38 Going, and 255 Invited. It also has 1k reached (16 new the last week of October), 147 viewed (1 new the last week of October), and 78 engaged (1 new the last week of October).
- LepInc Q1 FB Event has 8 Interested, 16 Going, and 56 Invited. It also has 740 reached (0 new the last week of October), 74 viewed (0 new the last week of October), and 27 engaged (0 new the last week of October).
- G+ Group has 55 members, FB Group has 426 members, and lj Community has 6 members.
- W70 FB Page is up to 113 likes and W70 Twitter is up to 71 tweets, 16 following, 8 followers, and 2 likes.
- LepInc FB Page is up to 513 likes and LepInc Twitter is up to 377 tweets, 147 following, 133 followers, and 465 likes.
- CONflag Twitter is up to 23 tweets, 62 following, 27 followers, and 30 likes.
- 16 new LepInc followers on Twitter, 6 new CONflag followers on Twitter, 6 new W70 followers

on Twitter, 3 new members of the G+ Group, & 0 new members of the lj community.

Survey Committee: Paul Tanton had no report. Mike Willmoth asked whether we will do a survey about Lep41. After some discussion, Paul is to make suggestions on the board list, including questions about Lep42 and Westercon 70.

Strategic Planning: No report.

Tablet Committee: Paul Tanton reported that Bruce Farr has a tablet set aside for us. The cost is \$100.

Committee Positions: No report.

Board Policies: Hal Astell submitted a written report that was posted on-line prior to the meeting:

- Mike Willmoth has updated a large quantity of PDFs of quarterly meeting minutes have been uploaded to the corporate website. I'm seeing the first two from 2015; all from 2014, 2013 and 2012; the last three from 2011 and one from 2010. Newer ones were not approved at the time.
- Bylaws and the anti-harassment policy are also available on the corporate site (/corp).
- The rest of the policies online are only linked from the current convention's site (/info): anti-harassment policy, photography and videography policy, room party policy, fan tables policy, weapons policy, and corporate bylaws.
- I submit that most viewers who go to leprecon.org do so to look at the current con. Policies should be linked. However, those looking for corporate information go to the corporate site where they should also be linked.
- I reviewed the minutes on the site for 2015, 2014 and 2013 for policies:
  - 17 May 2015 - none
  - 8 Feb 2015 - none
  - 16 Nov 2014 - one
    - “Non-profit status: we approved a conflict of interest policy.” This is not in the minutes or on the website.
  - 1 Aug 2014 - none
  - 18 May 2014 - one
    - Discussion of a policy about having contact information available online, due to use of Google docs during Lep40. Membership voted 0 (Yes), 7 (No) and 10 (Don't Know). What does this mean?
  - 16 Feb 2014 - two
    - Board discussed online a PayPal funds request policy and square funds request policy. No mention of what came of this.
  - 17 Nov 2013 - one
    - Motion to restrict use of @leprecon.org mail addresses was approved 20-0-1.
  - 18 Aug 2013 - none
  - 5 May 2013 - none
  - 10 Feb 2013 - one
    - Bylaws should be interpreted to have a passive member return to active status when the member signs the attendance sheet at a quarterly meeting.

Hal Astell also requested copies of the policies for the committee. The history of the contact information policy also was discussed.

Quartermaster: Hal Astell submitted a written report that was posted on-line prior to the meeting:

1. Inventory is generally complete, but not transcribed from notes. This will be done by the next quarterly meeting.
2. I've tested both the old laptop and old desktop and retrieved data from both. I recommended to the board that we dispose of the desktop, as it's old and bulky, but keep the laptop, in the hope that someone can provide (or I can track down) a power cable (and reinstall Windows). I don't recall the board's decision on that.
3. I found old photos on 4 CDs labeled LepreCon 18 (but really 17). I shared them with the board.
4. In accordance with the board decision, I have thrown out all copies of programs, inserts, flyers etc, except for:
  - five copies for our archives
  - five copies for people who wanted them (one to Gary to put into the ASU archive, one to Lyle, two to Paul for promotional purposes and one to me)
  - five spares just in case.

This excludes:

- Lep41 programs, which are all with Paul.
- Coppercon and Hexacon programs, which have been passed on to CASFS board members.

A motion to keep the old laptop computer was approved 21-0-0. A motion to dispose of the old desktop computer was approved 21-0-0. A motion to give the old desktop to Mandy Parker for her use was approved 17-0-2. Mandy also asked about power cables that were packed up after Lep41 because she is missing some. Mandy is to send a list to Hal. Hal also reported that everything in the storage unit is on pallets, and there was no damage after two heavy rainstorms.

## **Old Business**

Preferred GoH List: Please send suggestions to Mike Willmoth. The GoH policy regarding repeat guests was discussed; this is a recommendation, not an absolute prohibition. A list of past GoHs can be found in Wikipedia.

Website Billing Errors: Lee Whiteside reported that he thinks that the problem has been fixed. Leprecon needs to reimburse Lee \$65.96.

## **Online Business:**

- a) Discussed details re: archiving convention websites;
- b) Michael Fett requested that Lyle Dillie submit a detailed report re: improving the corporate and convention website;
- c) Mandy Parker requested details re: Lep42's website; she was referred to Lyle Dillie;
- d) Paul Tanton mentioned Sketch-Off Sketches Auction;
- e) Hal Astell posted the steps he took re: arbitration of Mandy Parker vs Michael Fett complaint;
- f) Michael Fett requested help in developing guidelines for a sponsorship packet for corporate and

convention use;

- g) Hal Astell asked about the computers in storage that we don't use and what to do with them;
- h) Hal Astell asked about the redirects for westercon70.org and conalope.org; they now point correctly [at the meeting, Gary Swaty reported that the Westercon main site has a bad link];
- I) Michael Fett moved to have the board meet in advance of the quarterly board meeting due to complaints about the length of this year's annual meeting; after much discussion we voted to post the agenda online pre-meeting (3-1-0) and to try a timekeeper during the meeting;
- j) Paul Tanton asked Bruce Farr for detailed transactions that corporate pays throughout the year;
- k) Hal Astell posted that he found photo CDs in storage; he uploaded them to his personal website so others could download the zip file;
- l) Paul Tanton discussed passthru from Lep40 to Lep41; he posted the names; after more discussion the board authorized the official list;
- m) Mike Willmoth updated the board on the success of Sasquan, this year's Worldcon in Spokane, WA;
- n) Paul Tanton brought up the corporate membership issue re: W70/L43; after much discussion the board voted unanimously to update the bylaws to require members of any special event that is combined with the annual meeting to indicate whether they wish corporate membership in Lep Inc; the default is no corporate membership;
- o) Mike Willmoth reminded Mandy Parker that we need to set up WFB-LEP-Even checking account for Lep42;
- p) Mike Willmoth announced that he obtained a new Post Office box key for Kevin McAlonan as Secretary as backup;
- q) Hal Astell brought up complaints about a Lep Inc corporate member at other events; after much discussion we agreed to notify upcoming chairs;
- r) Mike Willmoth sent Paul Tanton a current copy of the Lep Fan Master Database and the Lep40 data; Paul will add the Lep41 data and create a new version of the LFMD;
- s) Michael Fett moved to request funds from Sasquan for Lep Inc which use will be determined later; after much discussion there was no consensus on whether to restrict to WSFS-specific uses, W70 use or undetermined use;
- t) Bruce Fair posted corporate transactions for the last few years;
- u) Michael Fett and Mike Willmoth filed mutual complaints about each other; the remaining board members, headed by Kevin McAlonan, will convene an Executive Session in the near future to resolve them;
- v) Mike Willmoth had suggested a plan for social meet-ups; Michael Fett, who suggested the initial idea, indicated he has a different plan;
- w) Dee Astell asked about W70 membership purchases online; she was referred to her webmaster and given details re: corporate PayPal usage;
- x) Paul Tanton asked about changing our status with PayPal to non-profit; Mike Wilimoth asked for details; Paul supplied them;
- y) Michael Fett asked Mandy Parker for a detailed report re Lep42;
- z) Hal Astell clarified the request for annual expenses; Mike Willinoth supplied them;
- aa) Mike Willmoth and Bruce Farr discussed the annual tax returns; Bruce will file a Form 990 for us now that we are a 501(c)(3);
- bb) Paul Tanton discussed Lep Inc not paying for advertising at Phoenix Comic Con; Mike Willmoth countered to Paul that corporate has paid for a fan table there;



- cc) Kevin McAlonan posted the final minutes for the May 2015 board meeting and the draft minutes for the August 2015 meeting;
- dd) Various board members sent their reports for their committees; these and the new bylaws as well as the proposed agenda were sent out with the meeting notification;
- ee) Mike Willmoth notified the board that he filed the Arizona Corporation Commission Annual Report.

## **New Business**

Timekeeper: Sharan Hoyle volunteered to be timekeeper; the default time period for discussion is five minutes.

Photos: Lee Whiteside reported that photographs created from slides are up on the Lep Facebook page.

LepreCon 44: A request for nominees for the chair of 2018 LepreCon was made; no names submitted. The method of electing chairs was discussed.

“Problem” Attendees: Hal Astell asked about convention attendees who have created problems in the past. Mike Willmoth explained that we have no written list of such persons; historically, such information has been shared informally among those who have been actively involved in running conventions for various organizations. A motion to create a formal written list was submitted to the Board, but was not approved.

Links to Meeting Minutes and Reports: The use of online links to the meeting minutes and reports in the emailed notice of upcoming meetings was discussed. The consensus was favorable; suggestions for improvement included: (1) having the links available for a longer period and (2) including a short summary or description with each link.

Pass-Thru Policy: Mandy Parker asked whether a pass-thru from Lep42 would be recognized by Lep43/Westercon 70. A motion to have Lep42 pass-thrus used at Lep44, and to have no pass-thrus for Lep43 was made. An amendment to the motion to create a policy prohibiting pass-thrus for all combined events was approved 10-2-8. The motion was approved 19-2-0.

Social Group Committee: Mike Fett asked for volunteers for a committee to start a regular social gathering—monthly at first, then possibly twice a month later. Hal Astell and Marg Grady volunteered to be on the committee.

Next meeting: The next meeting will be held on Sunday, February 7, 2016, at 4 p.m. The tentative location is the Spoke & Wheel Tavern in Phoenix, Arizona. [Later changed to Sunday, February 21, 2016, at 4 p.m.]

Meeting adjourned by a vote of many-0-1 at 6:14 p.m.