

Minutes of 05/22/2016 Leprecon, Inc., Quarterly Board Meeting

Date: Sunday, May 22, 2016

Location: Spoke & Wheel Tavern, Phoenix, Arizona

The meeting was called to order by Mike Willmoth at 4:02 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; Vice-Chairman, Database Administrator, Social Networking Coordinator), and Mike Willmoth (expires August 2018; Chairman).

Voting Board Members absent: [Vacant] (L40, expires August 2016).

Non-Voting Board Members present: Dee Astell (L43/W70), Hal C.F. Astell (Quartermaster), Lyle Dillie (Webmaster), and Amanda Parker (L42).

Non-Voting Board Members absent: Bruce Farr (Treasurer) and [Vacant] (Webmaster).

Members present: Len Berger, Mark Boniece, Margaret Grady, Sharan Hoyle, Debra Krol, Marguerite Murray, Valerie Ritchie, Annette Sexton-Ruiz, Ken St. Andre, Gary Swaty, JB Talbott, Susan Uttke, John T. Wheeler, and Lee Whiteside.

Guests: None.

Petitions for Membership: None

Proxies: Jim Strait to Mark Boniece (1)
Tom Coffey, Darryl Dawson, Sean Dunham, Gilead, Mark Greenawalt, Mike Griffin, Patti Hultstrand, and Don Jacques to Mike Fett (8)
Wayne Myers to Paul Tanton (1)
Gerald Nordley to Mike Willmoth (1)

Reports

Secretary's Report: Minutes from the 02/21/2016 meeting were posted on-line and available at the meeting. A motion to approve the minutes as posted was approved 17-0-6.

Treasurer's Report: Mike Willmoth reported that we have a total of \$10,728.35 in all the accounts as of 04/30/2016. The report was approved 18-0-3. Kevin McAlonan is to draft a thank-you letter to Space Access/Henry Vanderbilt for a \$250 gift; Mike Willmoth is to provide Kevin with the details and contact information.

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

- Compiled report for November 2015-January 2016 (2nd quarter) and submitted it to the board

as Lep41-2016-02.rtf.

- Was informed at 2016-04-23 committee meeting that LepInc treasurer will complete closing out convention since the resignation of the Lep41 treasurer.

Mike Willmoth confirmed that Bruce Farr will do the final report.

LepreCon 42: Mike Willmoth reported that the hotel is no longer an Embassy Suites and is remodeling into a senior living facility. Because of the change and loss of some function space, a contract addendum needs to be signed (probably Monday) indicating a drop in the room rate from \$89 to \$80 and a 30% discount on function space. Amanda Parker also reported that the Art Show director resigned, and that she is seeking suggestions for that position as well as logistics.

Westercon 70: Dee Astell reported:

- Our new website is not live yet, but we do have a viewable site in WordPress that should go live within the next few weeks. It is at westercon70.com right now but we will redirect westercon70.org over to it at the time we go live.
- Soon to be announced: Connie Willis, Author GOH once she agrees to terms on the GOH agreement contract, who will be sponsored by Western SFA. We've also met with other groups with regards to potential sponsorships, not necessarily of guests.
- We have 41 staff positions at present, 26 are now filled, welcome to our newest staff members Hotel Liaison Mark Boniece and Head of Publicity Debra Krol.
- Marketing is currently working on a new logo and an ad for the W69 program book. We'll be reaching out to TusCon this year and LosCon and BayCon next year to see if we can organize ad swaps.
- Westercon 67 sent pass-along funds for W70, in the form of a check for \$1,400.00, which was deposited into the W70 checking account on May 17th.
- For Westercon69: We have an 8 foot table set up to sell memberships; we have a party room secured, in which we will host at least two parties at W69; we plan to issue a more detailed Progress Report #3 in time for Westercon 69.
- We also donated two Westercon70 memberships to the YMCA CCC Combo Breaker Gaming Tournament.

Bylaws Committee: Mike Willmoth reported that there were no changes at this time. A written report regarding the Bylaws Committee and other committees also was submitted and posted on-line prior to the meeting:

Leprecon Inc Board Meeting Notes
Saturday April 23, 2016, 5pm
George & Dragon Restaurant, Phoenix

The board met about one month prior to the next quarterly board meeting as agreed upon the month before. Present were Mike Willmoth (Chairman), Paul Tanton (Vice Chairman), Kevin McAlonan (Secretary) and Michael Fett. No non-voting board members could attend.

Paul voted yes to the LepreCon 42 budget sent to the board mailist, so the final vote was 3-0-1.

We discussed how to improve future Leps. Artists Workshops with possible extra fees going to artists.

We approved to move Lep42 funds from PayPal to WFB-EVEN-Chk.

Spoke to Paul about Sasquan's tablet and use at Lep42. He'll get with Bruce Farr on that.

Michael brought up a Veteran Committee.

Mike discussed the survey being developed by a third party.

We also discussed the election for our empty voting board position.

We discussed possibly changing the bylaws to address the membership concern over how to vote by proxy versus how to vote by written ballot. We decided to leave Bylaws 3.2 alone for the moment and try to implement it for the empty position.

Webmaster position is open. Discussed possibly filling it with Westercon 68 (2015) Chairman Ron Oakes if he says yes. Board voted to authorize him as a non-voting board position if interested.

Discussed possible future special events.

Discussed external corporate sponsorships.

Discussed social club status. Michael wants to do four small events. Mike wants to do a dinner every 10 days around the valley. We decided to try both and to advertise on corporate website & social media.

Michael wants a pre-con grill / pool party for Lep42 with potluck. Mike will check with members with pools. Star Trek themed. Will check with UFP.

Adjourned at 9pm.

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

- Still awaiting a key, legend, or style sheet to better understand the abbreviations used. Request pending since 2016-01-31.
- Compiled report for November 2015-January 2016 (2nd quarter) and submitted it to the board as Database-2016-02.rtf.
- Corrected two ConFlag2012 records with extra, unnecessary, unlabeled information.
- Still awaiting response on what data means for extra, unlabeled data columns from two Lep29 records. Request pending since 2016-02-21.
- Still awaiting response on conflicting information in regards to master database mandatory fields. Request pending since 2016-02-22.
- Reported that I was still awaiting responses to these three pending requests at 2016-04-23 committee meeting.

Website: Mike Willmoth reported that he is still looking for a Corporate Webmaster.

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

- Still awaiting IRS and other web sites to show LepInc as being based in Tempe, AZ rather than Santa Rosa, California before beginning promotion of sponsorship opportunities such as Amazon Smile. Request pending since 2015-12-30.
- Compiled report for November 2015-January 2016 (2nd quarter) and submitted it to the board as Social-2016-02.rtf.

- Answered inquiry for how to contact spotlighted Lep42 fan org the HMS Claymore of the Royal Manticoran Navy (the local Honorverse fans).
- Promoted announcement of W70 Artist GoH Julie Dillon.
- Thanked LepInc Director Don Jacques for stepping into the new role of LepInc Web Auditor.
- Promoted Lep42 membership increase for 2016-02-16 and requested promotion from LepInc board and Lep42 staff groups.
- Posted preliminary LepInc 3rd quarter public board meeting agenda along with preliminary LepInc 2nd quarter public board meeting minutes, final LepInc 1st quarter public board meeting minutes, latest version of the amended bylaws, and 2nd quarter reports for Lep41, LepInc Master Database, Social Media, and Quartermaster.
- Announced new Lep42 teen memberships and family memberships and requested promotion from LepInc board and Lep42 staff groups.
- Answered inquiry about soliciting Lep42 panelists.
- Explained that LepInc public board meetings can accept guests and the process guests need to go through to become a LepInc member.
- Explained seeming contradiction about Lep44 COO election between final 1st quarter LepInc public board meeting minutes, preliminary 2nd quarter LepInc public board meeting minutes, and preliminary 3rd quarter LepInc public board meeting agenda.
- Explained that LepInc public board meetings can accept guests and the process guests need to go through to become a LepInc member.
- Thanked membership for working out carpools between themselves.
- Created FB Event for LepInc 3rd quarter public board meeting.
- Posted image from LepInc 3rd quarter public board meeting.
- Spotlighted Lep42 merchant Window to the Soul and requested promotion from LepInc board and Lep42 staff groups.
- Inquired of LepInc board whether it wanted a social media blast seeking new LepInc webmaster applications.
- Promoted Artist of the Week Spotlight of Lep42 Artist GoH Jennie Breeden on Needless Essentials Online.
- Announced Lep42 Writer GoH Shanna Germain and requested promotion from LepInc board and Lep42 staff groups.
- Answered inquiry about becoming a GoH for LepreCon.
- Promoted W70 street team appearance at Wild Wild West Steampunk Convention 5 and requested promotion from LepInc board and W70 staff groups.
- Reacted to member's post of Bambi vs Godzilla, as they fondly remembered watching it every year at LepreCons past.
- Promoted W70 PR #1 and requested promotion from LepInc board and W70 staff groups.
- Spotlighted Lep42 merchant Moebius Enterprises LLC and requested promotion from LepInc board and Lep42 staff groups.
- Promoted W70's currently announced GoH lineup and requested promotion from LepInc board and W70 staff groups.
- Attempted to resolve merchant's complaint that Lep42 web site would not accept an image upload by connecting her with Lep42 webmaster.
- Announced Lep42 Media GoH D.C. Fontana and requested promotion from LepInc board and Lep42 staff groups.

- Wished Lep42 Author GoH Shanna Germain a happy birthday.
- Promoted GoFundMe for local artist who had art supplies stolen.
- Promoted The YMCA's C-C-C-Combo Breaker Fundraising Gaming Tournament to which W70 donated two memberships as prizes.
- Shared Lep42 merchant's post about their merchandise made exclusively for Lep42.
- Answered inquiry about the content of LepreCon.
- Announced Lep42 Local Artist Guest Dain Q. Gore and requested promotion from LepInc board and Lep42 staff groups.
- Provided Lep42 membership link to FB event for someone interested in attending.
- Thanked resigning LepInc webmaster Lyle Dillie for his 1.5 years of work.
- Thanked resigning LepInc director and LepInc web auditor Don Jacques for his 5+ years of work in various roles.
- LepInc Q3 FB Event has 12 Interested, 16 Went, and 87 Invited. It also has 1.1k reached (0 new the last week of April), 123 viewed (0 new the last week of April), and 30 engaged (0 new the last week of April).
- LepInc Q4 FB Event has 6 Interested, 8 Going, and 60 Invited. It also has 559 reached (26 new the last week of April), 36 viewed (3 new the last week of April), and 16 engaged (2 new the last week of April).
- Lep42 FB Event has 125 Interested, 76 Going, and 395 Invited. It also has 4.5k reached (612 new the last week of April), 440 viewed (40 new the last week of April), and 220 engaged (22 new the last week of April).
- W70 FB Event has 30 Interested, 18 Going, and 14 Invited. It also has 1.6k reached (0 new the last week of April), 112 viewed (1 new the last week of April), and 50 engaged (0 new the last week of April).
- LepInc G+ Page has 38 followers (8 new this quarter) and 25,704 views, LepInc FB Page has 533 likes (18 new this quarter), LepInc Twitter has 156 followers (20 new this quarter), and LepInc lj Community has 6 members (0 new this quarter).
- Lep G+ Group has 59 members (2 new this quarter) and Lep FB Group has 436 members (6 new this quarter).
- W70 FB Page has 159 likes (22 new this quarter) and W70 Twitter has 20 followers (9 new this quarter).
- CONflag Twitter has 32 followers (4 new this quarter).

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

- Compiled report for November 2015-January 2016 (2nd quarter) and submitted it to the board as Survey-2016-02.rtf.
- Created SurveyMonkey and MailChimp accounts.
- Created basic survey in SurveyMonkey.
- Was informed at 2016-04-23 committee meeting that LepInc chairman has someone on tap to create surveys.

Strategic Planning: See report under Bylaws Committee.

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

- Compiled report for November 2015-January 2016 (2nd quarter) and submitted it to the board

as Tablet-2016-02.rtf.

- The tablet from Sasquan which had been held aside for us ended up compromised.
- We will attempt to create the same arrangement for tablets with MidAmeriCon II as we had with Sasquan.

Mike Willmoth further explained that the Sasquan tablet was infected with major viruses, and that Bruce will try to get us a loaner from the MidAmeriCon II Worldcon with an opportunity to buy after Worldcon is over.

Committee Positions: No meeting, no report.

Board Policies: Hal Astell reported on his findings and the membership revised or rescinded various policies as follows:

- **Conflict of Interest policy** - we need to find this policy.
- **Google Docs policy** - “Contact information may be stored using google docs as long as access to the information is restricted.” We need better language; submitted for further discussion.
- **PayPal policy** - we need to find this policy.
- **Leprecon.org Email policy** - Modified to state: “Use of the ‘@leprecon.org’ email address is restricted to Board members and convention departments.” Approved 25-0-2.
- **Active/Passive Member Bylaws Interpretation** - “The Bylaws should be interpreted to have a passive member return to active status when the member signs the attendance sheet at a quarterly meeting.” No changes.
- **Non-Excel Database policy** - “We should use a non-Excel database program.” Rescinded 14-0-14.
- **Corporate sponsorship of GoH policy** - “Leprecon Inc should sponsor a specific guest at each LepreCon.” Rescinded 24-1-3.
- **Meeting Date Bylaws Interpretation** - “Discussion about changing date of next meeting. Interpretation of bylaws is that permission may be granted for up to ten days difference.” No changes.
- **Program Participants Comp policy** - we need to find this policy.
- **Pass-Thurs policy** - “The board has directed that the previous two Lep chairs will handle pass-thrus.” No change.
- **Badge Art policy** - “The board directed that in future, badge art should be obtained from the Artist or Local Artist GoH, as determined by the chair.” Suggested revision: add “if the artist is willing.” Mike Fett suggested holding a contest, as Phoenix Comicon has done in the past. Dee Astell noted that PCC ran into problems with that, and no longer does that.
- **Data Encryption policy** - rescinded 27-0-2.
- **Privacy policy** - we need to find this policy.
- **Stephanie Bannon policy** - we need to find the specific wording. Appears to prohibit Stephanie Bannon from holding any committee or staff position at any Leprecon event or at the corporate level, or being a volunteer, participant, or guest of a participant, until she apologizes publically and shows true repentance.
- **Age policy** - Modified to state: “All convention committee members and senior staff (the person in charge of a room) must be at least 18 years of age.” Approved 29-0-2.

- **Weapons policy** - Posted policy states:

LepreCon Weapons Policy

Carrying and wearing of weapons of any kind will not be permitted, except as part of a hall costume if peace-bonded by our Security Director. No real or realistic looking firearms are allowed and all bladed weapons must be sheathed.

Any weapons purchased in the Dealers Room must be securely wrapped before they are taken out of the room.

The committee realizes that most people who would like to carry and wear weapons are sensible and careful individuals. However, because of the present liability laws, the risk of weapons causing accident or distress, and in observance of the hotel's weapons policy, we have no choice but to comply. The safety of convention members is our overriding consideration, as well as cooperating fully with the hotel's security personnel.

No changes.

- **Room Party policy** - Posted policy states:

LepreCon Room Party Policy

Room Party Coordinators must purchase at minimum an Attending Full Membership, while others staffing or attending a party are encouraged, but not required, to purchase their own memberships. Room Party Coordinators are allowed to book a room/suite for a party at the convention rate, be located in the party area, and must conform to any convention-specific party rules and regulations as specified by the convention chair or committee.

All conflicting room party policies rescinded 32-0-0.

- Modern Dance policy - rescinded 31-0-0.
- **Fan GoH policy** - "Do away with Fan GoH and replace with Secondary Artist GoH." No changes.
- **Charity Auction policy** - "Leprecon Inc absorbs all fees related to charity auctions." Approved 31-0-1.
- **Staff Hotel Rooms policy** - "Unless waived with Board approval, no comped hotel rooms shall be provided to staff. This does not include staff lounge and consuite." Approved 29-0-2.

Any policies documented above are rescinded. Approved 29-0-3.

Quartermaster: Hal Astell submitted a written inventory to the Board. The storage unit shelves were installed and labeled.

Social Club: See report under Bylaws Committee. Hal Astell suggested choosing inexpensive restaurants, as other groups have run into problems when they go to expensive places. Annette Sexton-Ruiz suggested occasional potlucks, and offered to host the June 18th event. Hal suggested having potlucks at local parks. Mike Fett asked whether we should use a "meet-up" account; the consensus was that no one uses meet-up any longer.

Old Business

Preferred GoH List: Please send suggestions to Mike Willmoth.

Online Business:

- a) Mike Willmoth removed Lyle Dillie from the board mailist due to his resignation as corporate Webmaster.
- b) Don Jacques submitted a report on the website status, then resigned from all positions as well as the board; MW removed him from the board mailist;
- c) Discussion on DJ's recommendations; decided to let W70 create an independent website & maintain current one for L42, corporate;
- d) Discussion on replacement Webmaster. MW has possible lead, so hold off advertising until we get a yay or nay;
- e) Discussion on replacement for DJ's vacated board position, settling for the May meeting;
- f) Discussion on putting board policies on the corporate website;
- g) Discussion on updating corp site with next meeting and sending out list of eligible corp members for vacated position;
- h) Voted to remove Lep Inc from a mailist;
- I) MW submitted Lep42 budget for approval; approved 3-0-1;
- j) Discussion on W70 PayPal codes; MW requested payment options to set up PP code for each; none sent to date;
- k) Discussion on April board only meeting including various committee meetings; voting board met at George & Dragon Restaurant;
- l) Kevin McAlonan sent out minutes from Nov 2015 approved and tentative minutes from Feb 2016;
- m) MW notified Dee and Hal Astell re: Westercon 69's program schedule, specifically the Fannish Inquisition on that Friday;
- n) MW called for committee reports with a deadline of May 12;
- o) Paul Tanton sent in his reports;
- p) MW notified board that possible Webmaster declined due to personal schedule, PT will put out call to fill online;
- q) HA sent in board policies report;
- r) HA sent in updated inventory report;
- s) Discussion re: old program books referenced by old board policy;
- t) HA sent link to website tracking AZ convention history;
- u) MW clarified policies HA sent to board;
- v) PT reminded MW to upload tentative meeting agenda which MW did.

New Business

Meeting Notification: Mike Willmoth asked if there were any problems with the notification and access to documents. Marg Grady said that accessing the documents was easier last time; we should post links on Facebook.

Fannish History: Hal Astell reported that he had posted a history of Arizona fandom at AZPennyDreadfuls, and asked that everyone look at it and add missing information.

Phoenix Comicon Table: Corporate will transfer funds to the Lep 41 account to cover the costs of a table at PCC.

Election: Gary Swaty, Sharan Hoyle, and Marg Grady were nominated to complete Don Jacques' term on the Board (expires August 2016). Voting was by paper ballot; Marg was elected.

Other Conventions: Lee Whiteside asked about interest in running a World Fantasy or World Horror convention. Mike Willmoth explained that the World Fantasy board does not approve of the size of the Tempe Mission Palms and that the rooms rates are too high at the other local hotels.

Next meeting: The next meeting will be held on Sunday, August 28, 2016, at 3 p.m. The tentative location is the Spoke & Wheel Tavern in Phoenix, Arizona.

Meeting adjourned by a vote of many-0-few at 5:49 p.m.