

Minutes of 11/06/2016 Leprecon, Inc., Quarterly Board Meeting

Date: Sunday, November 6, 2016

Location: Spoke & Wheel Tavern, Phoenix, Arizona

The meeting was called to order by Mike Willmoth at 2:04 p.m.

Voting Board Members present: Mike Willmoth (Chairman, expires August 2018), Kevin McAlonan (Secretary, expires August 2019), Marg Grady (expires August 2017), Mandy Parker (Lep42 Chair, expires August 2018), and Paul Tanton (Vice Chairman, Lep41 Chair, Database Administrator, Social Networking Coordinator, expires August 2017).

Voting Board Members absent: None

Non-Voting Board Members present: Mike Fett (Lep44 & Lep45).

Non-Voting Board Members absent: Dee Astell (Lep43/W70 Chair), Hal Astell (Quartermaster), Bruce Farr (Treasurer), and [Vacant] (Webmaster).

Members present: Len Berger, Mark Boniece, Sharan Hoyle, Marguerite Murray, Gary Swaty, Willow Tanton, and Susan Uttke.

Guests: None.

Petitions for Membership: None

Proxies: Jim Strait to Mark Boniece (1)
Dee Astell and Hal Astell to Kevin McAlonan (2)
Wayne Myers and Kathy Richardson to Paul Tanton (2)
Gerald Nordley to Mike Willmoth (1)

Reports

Secretary's Report: Minutes from the 08/28/2016 meeting were posted on-line and available at the meeting. A motion to approve the minutes as amended was approved 8-0-6.

Treasurer's Report: Mike Willmoth reported that we have a total of \$9,526.95 in all the accounts as of 10/31/2016. The treasurer's report was approved 10-0-6.

LepreCon 41: Mike Willmoth reported that the previously reported numbers did not reflect that Lep41 did not transfer the Lep42 registration income received at Lep41 to Lep42. This changes the numbers for both conventions: Lep41 had a \$600 & change profit; Lep42 has a \$2,400 & change loss. A motion to approve closing the Lep41 books was approved 16-0-0.

LepreCon 42: Mike Willmoth reported the final numbers would be available at the next meeting; in the meantime, nothing new to add.

Westercon 70/LepreCon 43: Kevin McAlonan read the written report from Chair Dee Astell:

- Fan GoHs
We confirmed our Fan GoHs at Gaslight Gathering last month, though we haven't announced yet as we're waiting for it to go live on the website. They are Val & Ron Ontell, from San Diego (and formerly New York). They were recommended by a few different fans in a few different locations. They're on committee for most of the cons in San Diego and have worked Westercons and Worldcons. They're also well known for running Worldcon tours since 1987.
- Presence at Cons
Dee, Hal, Kevin and others will be representing W70 at TusCon next weekend. We will run at least two parties, especially as there are no fan tables at TusCon this year, and will sell memberships. Kevin will be representing W70 with a fan table at LosCon 43 over Thanksgiving.
- Hotel Walkthrough
The chair, vice-chair, treasurer and hotel liaison have done a walkthrough of the hotel. This helped us figure out where things will be during the event.
- Meetings
We've met with our one downs and put many of them to work. We've met with our programming heads and they're actively putting content together. Our baseline schedule is built and starting to be populated. This includes a submission-based film festival, which Jon Bonnell is running. This is live for submissions at Film Freeway.
- Org Chart
We've continued to populate our org chart. Since the last meeting, we've brought on a Guest Liaison and a Logistics team. We now have 39 staff positions (down 2). Thirty-one are populated (up 2), along with many minions, tentatives and people willing to serve in an advisory capacity.
- Ad Swaps
We are actively seeking ad swaps with conventions across the region. Thus far, we've agreed with the following:
 - MileHiCon 48 in Denver, held 28-30 October
 - TusCon 43 in Tucson, held 11-13 November
 - OryCon 38 in Portland, held 18-20 November
 - LosCon 43 in Los Angeles, held 25-27 NovemberWe're waiting on confirmation that we made it into the OryCon book.
- Westercon Passalong Funds
Westercon 68 reached out to us while we were in Portland and let us know that they would send us a check for passalong funds. They have not done so yet.
- Past GoHs
We've researched which previous LepreCon and Westercon author GoHs are still alive, are in country and have addresses listed in the 2015 SFWA Membership Directory. We've ordered con ribbons for Past GoHs and will send one out to each of these in the mail with a courtesy

letter letting them know about W70.

- Charity

We have talked with the director of the Arizona Challenger Space Center, who will receive the proceeds from our Charity Auction. They are very happy and hope to donate tickets and swag to the auction.

Kevin also reported that we have 123 paid attending memberships (including 1 child and 1 kid-in-tow), 49 paid supporting memberships, and about 182 room nights (not including GoH rooms). Regarding the past GoH outreach, Paul Tanton asked if we had included art and science GoHs.

LepreCon 44: Mike Fett reported that he is looking at venues and hotels for possibly the March 17th weekend. John Paul Ried was added to the committee to write grant proposals—he needs \$200 for the books listing grant opportunities. Len Berger suggested going on Amazon for a year-old book. Mike Fett said that he would talk to Dee and Hal Astell to see if W70/Lep43 could help out.

Committees: Mike Willmoth read the minutes from the 09/24/2016 meeting of various committees:

Leprecon Inc Committees Meeting
Saturday September 24, 2016
5:00pm, George & Dragon Pub, Phoenix, AZ

Present: Mike Willmoth, Michael Fett, Kevin McAlonan, Paul Tanton, Margie Grady, Sharan Hoyle

Discussed creating a Mission Statement to help us utilize our 501(c)(3) status for discounts. Mike W will draft proposed text to post online.

Kevin reported some numbers for LepreCon 43 / Westercon 70.

Michael reported on LepreCon 44 status.

Discussed bylaws. Corporate membership with Full Weekend membership, not with Partial Weekend. Full already in bylaws; Partial not.

LepreCon 41 didn't appear to pass along any LepreCon 42 pre-registrations taken at 41. So 41's profit will be lowered and 42's losses will be lowered by \$375.00 each. 41 had more out of state guests and more sponsorships. Hotel change from Hilton brand also hurt. 41 used Groupon to get more newbies.

Discussed possible Budget & Treasury Workshop at Tempe Mission Palms Hotel, Saturday October 8, 2016.

Discussed what to do with voting board memberships who don't renew corporate membership. Possibly change bylaws to 3/5 voting board for a quorum. Consensus.

Discussed database. Paul still working on adding 41's data.

Website discussed.

Social Media discussed. Dee intends to handle W70 social media stuff on her own.

Surveys discussed. Margie will now head up this committee.

Strategic Planning discussed. WFC & WHC came up. Possibly combine WHC & Lep? No consensus.

Mike W asked non-voting board members to leave so voting board could talk in private. Sharan left. Michael remained long enough to express his opinion regarding restrictions on corporate members as policies.

Committees Meeting ended.

Regarding the executive session, Mike Willmoth reported:

At the conclusion of the committee meeting on 09/24/2016, the voting members of the Board who were present (Mike Willmoth, Paul Tanton, Kevin McAlonan, and Marg Grady) discussed and voted on the following motions regarding corporate policies:

(1) "Each new policy takes effect as it's voted into place and cannot be applied retroactively to prior events." Not approved 1-4-0 (Mandy Parker voting via telephone).

(2) "The Board of Directors may, in its discretion, choose to limit the participation of certain persons in Leprecon activities. This information is made available, on a confidential basis, to those persons who have a need to know, such as convention chairs and program directors." Approved 5-0-0 (Mandy Parker voting via telephone).

Comment: There shall be two lists kept by the chair, secretary, and president: (1) Persons who are currently prohibited from participation; and (2) Persons who have been sanctions in the past, but who are not currently prohibited from participating. At the close of a convention, the convention chair shall submit names to the Board of Directors for addition to the lists. Other persons may submit names to the Board of Directors as appropriate. The Board shall vote on whether to include the names of the lists.

(3) "Leprecon Inc Board Policy 1991-08-10:

Because of transgressions against LepreCons in the past, [a program participant] is restricted to not being allowed on programming. She may not be a Program Participant, may not be a Guest-of-Honor, and may not appear in the Schedule of Events. Effective date 1991-08-10." Approved 4-0-0 (Mandy Parker not voting).

Financial Review: Kevin McAlonan read the written report from Hal Astell:

Financial Review Committee Report for 6 Nov 2016 Quarterly Meeting

At the last quarterly meeting, we set up a Financial Review Committee for two reasons.

The most pressing need is to look at our current financial situation, given that we're currently paying all corporate bills out of the Westercon 70 budget, to see if we can avoid impending bankruptcy.

Longer term, we need to look at how we got to this point, given that we had \$60,000 in the bank a decade ago. This is especially important given that Mike has explained that the average profit/loss of all our conventions during that period is \$100 profit.

Mike and Bruce have both provided a good deal of information to us, but none of it has context yet. I've also repeatedly asked for a line by line accounting for the last year and this has not been provided.

At this time we therefore have no recommendations or findings.

I've asked afresh for full itemized details for all accounts for the whole of 2016 and explanations of where all money that left us went and what it was for.

Assuming that this will be provided by the end of the year, I've recommended that Margie, Sharan and I meet in person early in the new year to deep dive into this information. Hopefully we'll have something to report at the next meeting.

Mike Willmoth reported that he had downloaded documents and spreadsheets, and that Bruce Farr had posted reports for July 2015 to July 2016; much more to be posted, such as check registers. Marg Grady asked whether we can download the information into Quicken. Mike Willmoth said that Bruce is doing/has done that; check with Bruce if you need information, but Bruce is still waiting on some information. Mike Willmoth also reported that Bruce is working the data back from the current date, while Mike is working on August 2009 forward for the corporate account. Convention details will be done next.

Policy: Kevin McAlonan read the written report from Hal Astell:

Policy Committee Report for 6 Nov 2016 Quarterly Meeting

Very little to report.

Margie has joined the committee. She's also reformatted our policies to better flow to expected audiences. I haven't had a chance to review this yet but the approach is a good one.

Paul raised the suggestion that we adopt a stylesheet. I don't believe there is any opposition but no design has been done at this time.

Mike has volunteered to trawl back through the board's Yahoo! mailing list to find decisions that have only been recorded there.

The only one raised so far was a restriction on [a program participant] from programming that was made in 1991. There was much discussion on the boardlist but no direction forward has been found.

Mike Willmoth confirmed that he is going through the boardlist to create a spreadsheet.

Quartermaster: Kevin McAlonan read the written report from Hal Astell:

Quartermaster's Report for 6 Nov 2016 Quarterly Meeting

Very little to report.

I haven't done the fresh inventory yet. I was waiting for the temperatures to drop and they haven't frickin' done it yet. Soon.

I do have some new stuff, as Margie kindly passed on some convention boxes that have been with Larry Vela for some time. This included the Corporate Copy boxes for Leps 29, 30, 31 and 32. There are two boxes for Lep 31 and one each for the others. I'll be putting all of them into the storage unit on my next trip there.

Social Media: Paul Tanton reported that Dee and Hal Astell have their staff working on Lep43, and that he is doing social and meetings for corporate.

Survey Committee: Marg Grady reported that she had not received the information yet from Paul Tanton. We have probably missed the window to get good information regarding the last convention, but we could do one for general information. Mike Willmoth noted that we received good information from Lep28, but not much from Lep29, and that there was too much animosity toward the Lep40 in-person surveys. Marg noted that past CASFS surveys found that the #1 reason for attending was socializing, with the #2 reason the dealers room. In other words, we need to do more socializing. Mike Willmoth added that the Lep28 survey revealed that people would be willing to spend an extra \$5 for a media guest. Gary Swaty noted that we get better responses for panels with audience participation, rather than just talking heads. Sue Uttke proposed advertising "face to face" meetings. Mike Willmoth mentioned the "Birds of a Feather" meetings for online groups at Worldcons. Marg noted that Comicon is a sea of people, whereas we offer a more intimate experience. Mike Willmoth suggested that folks give Dee Astell and Mike Fett their suggestions.

Social Club: Paul Tanton reported that the last one went okay-ish—no one but Board members shows up. Mike Willmoth reported that a social would be held tomorrow night at the Denny's on Power Road, and that we have covered all areas except Central/West. The socials are promoted on Facebook, Google+, and the corporate webpage. So far the northwest and central/central have been the most popular. Marg Grady is to create a Googledocs spreadsheet to track attendance; Mike Willmoth to provide the data.

Tablet Committee: Paul Tanton reported that Dee Astell was to purchase some, but that he has not heard back yet, and that Hal Astell has not pulled the old tablets from storage for Paul to sell yet. Mike Willmoth noted that we started using tablets to get away from the expense of the \$50/month credit card machine.

Website: Mike Willmoth reported that he is still looking for a Corporate Webmaster. Please send suggestions to him.

Old Business

Preferred GoH List: Please send suggestions to Mike Willmoth.

Mission Statement: Approved 5-0-0 as presented online:

Leprecon, Inc.'s mission is to provide educational activities relating to the visual, literary, and performing arts of the speculative fiction genre. These educational activities include—but are not limited to—conventions, workshops, and seminars which educate the public in the arts within the speculative fiction genre in order to promote artistic literacy for all ages.

Online Business:

- a) Mike W asked Kevin to summarize the various committees and their members since the Annual Board Meeting;
- b) Michael F gave a summary of his priorities re: Lep44/45;
- c) Discussed two-day versus three-day events historically;
- d) Voted in Mike W as Chairman, Paul T as Vice Chairman, Kevin M as Secretary, Bruce F as Treasurer, 5-0-0;
- e) Discussed going through all board mailist messages to make sure we've gotten all of the policies since some are missing from Hal's list;
- f) Discussed adjusting the Lep41 income down & Lep42 loss down by the same amount since the Lep42 pre-reg memberships taken there never made it to Lep42, \$375;
- g) Privacy Policy was uploaded to /corp;
- h) Discussed Social Club Meetup schedule;
- i) Discussed various committee meetings to be scheduled;
- j) Mike W posted lots of corporate checking statements from previous years as well as a summary spreadsheet;
- k) Bruce posted financial summaries he had for Lep28 (2002), Lep29 (2003), WHC2004, WFC2004, etc.; still waiting on some information from Jeff George;
- l) Determined that the annual corporate expenses come to about \$1600/yr;
- m) Mike W posted the ConFlagration 2012 Income/Expense statement;
- n) Michael F brought the need for a Mission Statement in order for him to move forward with venue discounts;
- o) Mike W posted about Lep19 Chair & former board member, Doug Cosper, passing away;
- p) Discussed Finance Committee functions;
- q) Mike W requested Bruce create a detailed report for WFB-LEP-Chk (corporate checking) for the fiscal year ending July 2016;
- r) Margie asked what we thought of using YahooGroups polling feature;
- s) Discussed creating a Google Doc spreadsheet for storing data;
- t) Bruce sent Mike W requested fiscal year report & Mike W posted to board mailist;
- u) Discussed personnel restriction policies;
- v) Dee clarified her decision to decline a request to be GoH at W70;
- w) Mike W reported on Social Club Meetup for Wed Sep 14 in Scottsdale;
- x) Hal reported about receiving a box from Margie / Larry Vela containing past convention details to be placed in storage;
- y) Mike W agreed to link to Hal's website containing images from past conventions;
- z) Bruce posted financial spreadsheets from past fiscal years;
- aa) Bruce posted financial spreadsheet for Lep41;
- bb) Mike W moved to reinstate a personnel restriction policy to the original date, with confusion re: another motion not seen by all; this was resolved at the 09/24/2016 executive session;
- cc) Voted to hold the various committee meetings on Fri Sep 23, 730pm, George & Dragon Restaurant, Phoenix, then moved to Sat Sep 24, 5p;
- dd) Kevin posted minutes from the Sep 24 meeting after it went into executive session;
- ee) Hal resigned from some of the various committees;

- ff) Mike W announced his upcoming travel plans to Louisiana;
- gg) Michael F complained about the board entering executive session;
- hh) Mike W mentioned resurrecting Bruce F's old SMERFcons for educating local fans;
- ii) Mike W announced the date, time & location for the Budget / Treasury SMERFcon to be Sat Oct 8 10am at Tempe Missions Palms Hotel and got comped boardroom for it;
- jj) Mike W posted about an inquiry by someone trying to reach the Massoglias in Tucson;
- kk) Paul asked our Policy Committee develop a style sheet for all future policies;
- ll) Margie posted about creating a doc online containing our posted policies;
- mm) Mike W brought up conflag.org renewal with discussion, but no decision;
- nn) Mike W reported that two persons outside of AZ donated \$5 each via PayPal to receive copies of the Budget/Treasury training materials;
- oo) Paul requested board members post themselves re: Social #8 he was holding Thu Oct 27, 730p, Denny's, north Phoenix;
- pp) Discussion re: future SMERFcons;
- qq) Paul proposed a mission statement and after some revisions we voted on the new language;
- rr) Dee expressed confusion re: Mike W naming convention for the corporate expenses spreadsheet and Mike W clarified;
- ss) Mike W posted about doing another Social Meetup in November, settling on Mon Nov 14 at 730p at Denny's on Power Rd in Mesa;
- tt) Dee suggested a SMERFcon for Guest Liaison;
- uu) Mike W requested new quarterly reports;
- vv) Mike W announced that he closed WFB-EVEN-chk;
- ww) Dee reminded Mike W about being refunded for Lep42 receipt;
- xx) Mike W announced notices for quarterly board meeting;
- yy) Kevin sent out final version of May's minutes and draft version of Aug's minutes;
- zz) Discussed wording for another personnel restriction policy;
- aaa) Hal requested details re: Lep Inc's non-profit status and history to get it.

SMERFcon: Mike Willmoth reported that no one showed, but two out-of-state folks requested the information and donated \$10.

New Business

Meeting information: Mike Willmoth asked how everyone received the additional information when notified of the quarterly board meeting. No opinions expressed.

ConFlagration.org renewal: After discussion, a motion to renew the domain name for one year was approved 12-0-5.

Donations: The basket was passed and collected \$60.

The next meeting will be held at 3 p.m. on February 19, 2017 at the Spoke & Wheel.

Meeting adjourned by a vote of many-1-4 at 3:47 p.m.