

Central Arizona Speculative Fiction Society
Minutes of the Board of Directors

2002

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
January 25, 2002 9:05 pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, David Hungerford, and Lee Whiteside

Absent: None

- The business of the general meeting was ratified, **7-0-0**.

Elections

Chair - Jim Cryer was nominated, then elected by acclamation, **7-0-0**.

Vice Chair - Jeff George was nominated, then elected by acclamation, **7-0-0**.

Secretary - David Hungerford was nominated, then elected by acclamation, **7-0-0**.

Old Business

- Corporate Auditor - Ray Mackey has determined that he can do it without it being a conflict of interest. We discussed his qualifications. Proposed we appoint him. Jeff, Jim, **7-0-0**.
- VNSA lead-up table - We'll try again next year. This year, we'll hand out flyers.
- Ken Hall's convention attendance report - We'll read it again and talk about it in February. This time, Dave will send out electronic copies so this is actually possible.
- Who is the Corporate Secretary - We still don't know. The Board Secretary agreed to continue to look into it. It was suggested that people or places that might know would include the ASU Law Library, the Corporation Commission, the Secretary of State's Office, or Kim Martin.
- Costco Memberships - We're waiting on Bob to go tell Costco that Gary is the primary cardholder. Meanwhile, Stephanie proposes that getting the \$35 "anybody" card would be a good thing. It would, for example, allow Stephanie to write a check from CASFS Main to them, as the card and the check must match. Dave, Stephanie, **7-0-0**.
- Web Site - The proposed Web Site Policy was looked over. Minor changes were suggested and accepted by the Webmaster.
- Registration Procedures - Once ConNotations is done, Stephanie will send around a draft and we'll start beating on it.
- Moving the Credit Card checking account - Stephanie is working on it.
- Deposit stamp for CASFS Main - It will run about \$12 from Costco. Stephanie will get it.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

- Self-advancing number stamp - Mark and/or Stephanie will look into it.
- Quartermaster - Mark will maybe function on an interim basis. We still need a permanent one. Stephanie wants it announced that she wants to know who has what CASFS property living with them.

New Business

- Mark turned in a budget for Hex 12. Approved, Jeff, Jim, **6-0-1**.
- The pulp magazines in the shed - Larry Hallock has agreed to look at them and see if anything is still good.

We voted to adjourn at 9:45 pm, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
February 22, 2002 9:07 pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, David Hungerford, and Lee Whiteside

Absent: None

- The business of the general meeting was ratified, **7-0-0**.

Old Business

- Corporate Auditor – Ray Mackey will get with Stephanie to determine what is available to be audited.
- VNSA lead-up table – They're short on volunteers. We may be able to offer volunteers in return for promotional considerations. We'll see.
- Ken Hall's convention attendance report – As the electronic copies were sent out maybe four hours before the meeting...we haven't read it. Next month.
- Costco Memberships – It turns out that Bob did go down and tell them about the changes, and did give us the stuff. We just didn't realize this. (Topic is dead.)
- Registration Procedures – Still pending.
- Moving the Credit Card checking account – Also pending. The issue is getting Stephanie to the places she needs to be.
- Deposit stamp for CASFS Main – Also pending. Same reason as above.
- Self-advancing number stamp – Someone apparently bought something that might be one. We're not sure. We'll have to find out.
- Quartermaster – We still need one.
- The pulp magazines in the shed – Larry has not looked at them yet.

New Business

- Kim Martin asserted to the Board that the "image or likeness" release proposed for the registration form is too broad. At a bare minimum, we need to limit it to just CASFS being able

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

to use people's images unrestrictedly, as opposed to everyone in the universe being able to do so. We'll take it to email.

We voted to adjourn at 9:27 pm, 7-0-0.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
March 29, 2002 8:39pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George (arrived mid-meeting), Ray Gish, David Hungerford, and Lee Whiteside
Absent: None

- The business of the general meeting was ratified, **6-0-0**.
- Tim Kohler was approved for membership, **6-0-0**.

Old Business

- Corporate Auditor – Ray Mackey did not email Stephanie. If she has his email address, she'll email him.
- VNSA lead-up table – Bob is busy this month, so Gary will find out what the VNSA needs done.
- Ken Hall's convention attendance report – We looked at it. We'll keep in mind what it says, but there's nothing in it that demands any specific action right now.
- Registration Procedures – Still pending.
- Moving the Credit Card checking account – Also pending. The issue is getting Stephanie to the places she needs to be.
- Deposit stamp for CASFS Main – The stamp has been ordered, as has been a return address stamp for ConNotations.
- Self-advancing number stamp – We're still not sure whether the thing we have is one or not.
- Quartermaster – We still need one.
- The pulp magazines in the shed – Larry has not looked at them yet.
- The "image or likeness" release – We didn't take it to email. We will this month. It's the Secretary's job to start it early.
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Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

New Business

- Mike Willmoth brought by the proposed contracts for CopperCon 23 and HexaCon 13.
Hexacon – Mark, Stephanie, approved **7-0-0**.
CopperCon – Mark, Ray, approved **7-0-0**.
- Shed inventory – After much discussion, we decided that some or all of Craig, Stephanie, Mark, Ray, Gary, and Dave will inventory the shed on April 20 at 9am. It was proposed that the inventory takers be empowered to appropriately dispose of any property that is no longer usable or otherwise not worth keeping. Dave, Stephanie, approved **7-0-0**.

We voted to adjourn at 9:18 pm, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
April 26, 2002 8:53pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, David Hungerford, and Lee Whiteside

Absent: None

- The business of the general meeting was ratified, **7-0-0**.

Old Business

- Corporate Auditor – Ray Mackey showed up and coordinated with Stephanie.
- VNNSA lead-up table – Gary did not get to it yet.
- Registration Procedures – The draft was sent out to the Board and is being beaten on.
- Moving the Credit Card checking account – Scheduled for May 9. Some part of this can only be done at the branch that has the signature cards.
- Deposit stamp for CASFS Main – The stamp has arrived.
- Self-advancing number stamp – The thing we have is not self-advancing. However, those who will be using it say this is a good thing as the procedures they're using involve stamping the same number on multiple sheets of paper.
- Quartermaster – We still need one.
- The pulp magazines in the shed – Larry and Mark have pretty much worked out the logistics of getting them looked at. Kitty offered to sell what's worth selling on eBay.
- The "image or likeness" release – After discussion, we decided to add "CASFS-approved" to the description of what uses are permitted under the release. Ray, Stephanie, **7-0-0**.

New Business

- No new business.

We voted to adjourn at 9:05 pm, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
May 31, 2002 9:10pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, and David Hungerford

Absent: Lee Whiteside

- The business of the general meeting was ratified, **6-0-0**.
- We had five applicant members: Chris Campbell, Joe Levee, Jo Levee, Ivan Erickson, and Barry Snyder. Approved as a group, **6-0-0**.

Old Business

- Corporate Auditor – Ray Mackey reported. CASFS Main is in pretty good shape. Nothing is badly messed up, and there were only a few items that even required explanation.
- VN SA lead-up table – Gary did not get to it yet.
- Registration Procedures – Correction: the Board is not working on these; we're working on the Data and Record Keeping procedures.
- Moving the Credit Card checking account – Now BankOne has decided that we can talk to our local branch instead of the one that theoretically has the signature cards...but they can't actually find the cards. Meanwhile, the person who had been Stephanie's contact person is suddenly no longer available anywhere.
- Self-advancing number stamp – HexaCon will be obtaining a true self-advancing number stamp, as the game auction could use one.
- Quartermaster – We still need one.
- The pulp magazines in the shed – Larry has taken them away and is looking at them.
- The "image or likeness" release – Jeff saw a really good one at E3. He'll send it around to the Board.

New Business

- The Internal Auditor would like to look at the books of upcoming conventions within thirty days of said conventions closing out their books. Dave, Jeff, **6-0-0**.

We voted to adjourn at 9:25 pm, **6-0-0**.

Central Arizona Speculative Fiction Society Minutes of the Board of Directors

Regular meeting
June 28, 2002 9:55pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, David Hungerford, and Lee Whiteside

Absent: None

- The business of the general meeting was ratified, **7-0-0**.
- We had four applicant members: April Dimenstein, Amanda Osman, Maryellen Novaco, and Kyrie Munk. Approved as a group, **7-0-0**.

Old Business

- VNSA lead-up table - Gary did not get to it yet.
- Data and Recordkeeping Procedures - The Secretary will send out the proposed procedures and comment on them.
- Moving the Credit Card checking account - No change.
- Quartermaster - We still need one.
- The pulp magazines in the shed - Dealt with in the general meeting.
- The "image or likeness" release - Jeff did not send around the one he saw at E3. He'll send it around to the Board this month.

New Business

- We discussed the concept of creating and maintaining both job descriptions and recommended getting-stuff-done timelines for committee positions. There's a consensus that the Board should do something about seeing that these get created. In the interest of not reinventing the wheel, however, the Board would like to request that anyone who has a job description already written down bring us a copy.
- On a related note, we discussed committee people generating post-con reports on what went on in their areas. Jim Cryer, in his capacity as Chair of Copper 22, will get the ball rolling on that.
- In accordance with the Financial Procedures, Kim Martin submitted a CopperCon 22 financial report.

Central Arizona Speculative Fiction Society Minutes of the Board of Directors

- Jeff George submitted a Xerox copy of the CopperCon 23 hotel contract. Discussion on that point revealed that there was one original copy extant, and that was in the possession of the hotel. Also, there was a handwritten change that had not been initialed by all parties. Neither of these is acceptable. Further discussion led to the additional recommendation that, for the future, we get all pages of all contracts initialed. Jeff will work with the Hotel Liaison to get an acceptable copy for CASFS.
- Stephanie reported that the insurance had been paid. It was more than last year. We will likely be looking into other options.

We voted to adjourn at 11:00pm, 7-0-0.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
July 19, 2002 9:02pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, David Hungerford, and Lee Whiteside

Absent: None

- The business of the general meeting was ratified, **7-0-0**.
- We had two applicant members: Kara Beasley and Jackie Cuneo. Approved as a group, **7-0-0**.

Old Business

- VNESA lead-up table - Gary did not get to it yet.
- Data and Recordkeeping Procedures - The Secretary failed to send out the proposed procedures and comment on them. He'll try again next month.
- Moving the Credit Card checking account - No change.
- Quartermaster - We still need one.
- The "image or likeness" release - Jeff sent around the one he saw at E3. It looks good. We tweaked it a bit, then voted to replace A 6 d of the Financial Procedures.
- Job descriptions - Nothing new.
- Post-con reports - Nothing new.
- CopperCon 23 Hotel Contract - Jeff reported that it exists in corrected form, he just didn't have a copy with him.
- Insurance - It's paid for the next year, so we tabled it until January, when there's more time to worry about it.

New Business

- We need some new fans for the conventions to use. (The electric kind, not the human kind.) After some discussion, we decided to authorize purchase of one box fan and one attic fan (the Patton wire-cage variety), total no more than \$100. We'll experiment with what works, then likely purchase more. Jeff, Dave, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

We voted to adjourn at 9:37pm, 7-0-0.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
August 23, 2002 8:48pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, David Hungerford, and Lee Whiteside

Absent: None

- The business of the general meeting was ratified, **7-0-0**.
- We had an applicant member: Teresa D. Kopaz. Approved, **7-0-0**.

Old Business

- VNESA lead-up table - Gary did not get to it yet.
- Data and Recordkeeping Procedures - The Secretary sent out the proposed procedures. There were no comments.
- Moving the Credit Card checking account - No change.
- Quartermaster - We still need one.
- Job descriptions - Nothing new.
- Post-con reports - Nothing new.
- Fans - The fans were not purchased in time for Hex. Craig will take care of getting them for Copper.

New Business

- CopperCon 24 Hotel Contract - We discussed the presence of some ambiguous language in the descriptions of which rooms are included as function space. We're still not settled on how exactly the language should change. There was also an extended discussion of issues relating to the room block and identifying people as part of it. In the end, we voted **5-2-0** (Stephanie and Dave voting no) to approve it as is.
- Reusable signage - After some discussion, we determined that we'd already approved the expenditure of funds for reusable signs to be displayed at conventions.

We voted to adjourn at 9:36pm, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
September 27, 2002 8:57pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, David Hungerford, and Lee Whiteside

Absent: None

- The business of the general meeting was ratified, **6-0-1** (Jim).
- We had two applicant members: Dawn Mullan and Jennifer Francis. Approved, **7-0-0**.

Old Business

- VNNSA lead-up table - Gary did not get to it yet.
- Data and Recordkeeping Procedures - Still no comments.
- Moving the Credit Card checking account - No change.
- Quartermaster - We still need one. We discussed how many shed keys we have and where they are. As best we can tell, all of the ones still in our possession are in Mark's possession.
- Job descriptions - Jim got one from one of his committee members. He may get more.
- Post-con reports - Nothing new.
- Fans - The fans were not purchased. However, buying the Patton-style is the consensus good idea. DarkCon would like to store their own fans in the sheds in return for our being able to use them. Mark, Ray, **7-0-0**.

New Business

- HeJoe proposed that a percentage of convention proceeds be funneled back into seed money. We discussed the idea for a while, and settled on the idea that, starting with this year's conventions, after all expenses are settled, after the incoming seed money is covered, after pass-throughs, and after the \$2000 obligation to CASFS, that 10% of any remaining proceeds be added to the seed money for the next convention to use that account. Dave, Stephanie, **6-1-0** (Ray).
- CopperCon 24 hotel contract - There was a proposed contract addendum that addressed the concerns raised last month about what is and isn't function space and how it's defined in the contract. Dave, Mark, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

- We discovered to our chagrin and annoyance that we lost the final wording of the photography waiver we modified from the one from E3, so we'll have to do it again...but not tonight.
- Lee noted that the reciprocal ad exchange we have with Conjecture technically violates the Financial Procedures as it commits a convention other than the one he's chairing to do something. Further discussion brought up the ongoing ad and membership exchange we have with LosCon and the ad exchange with Leprecon (pending approval of the Lep Board). It was proposed that the Board officially approve of all these things. Jeff, Mark, **6-0-1** (Lee).
- We filled out the Corporation Commission renewal papers.
- It was pointed out that we never actually got around to electing Board officers for the July-December term...or if we did, there was no record of it. Mark moved that we recycle the incumbent turkeys by acclamation. Lee seconded. **7-0-0**.

We voted to adjourn at 9:55pm, Dave, Stephanie, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
October 11, 2002 8:52pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, David Hungerford, and Lee Whiteside

Absent: Ray Gish

- Jim Cryer held Ray's proxy.
- The business of the general meeting was ratified, **7-0-0**.

Old Business

- VNSA lead-up table - Gary left them a message.
- Data and Recordkeeping Procedures - Still no comments.
- Moving the Credit Card checking account - No change.
- Quartermaster - We still need one.
- Job descriptions - Jim has about a half-dozen from his committee.
- Post-con reports - Nothing new.
- Fans - The July minutes do not reflect the amount of money the Board authorized to spend on fans. Accordingly, the July minutes will be corrected to include that figure (\$100).
- Photo disclaimer - We're taking it to email.

New Business

- PayPal - We discussed getting a PayPal account. They charge 30¢ + 2.9% per transaction. We decided that it will initially be used only for memberships and would be pointed at the credit card account. HeJoe will set it up. Dave, Stephanie, **7-0-0**.
- Filk Circle agreements - There was discussion online amongst the Board members on whether the agreement that exists between the conventions and the Phoenix Filk Circle is with the individual conventions or with CASFS as an organization. As far as anyone remembers, it's with the individual conventions.

We voted to adjourn at 9:12 pm, Dave, Stephanie, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
November 8, 2002 8:58pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Ray Gish, David Hungerford, and Lee Whiteside

Absent: Jeff George

- Jim Cryer held Jeff's proxy.
- The business of the general meeting was ratified, **7-0-0**.

Old Business

- VNSA lead-up table - Deferred.
- Data and Recordkeeping Procedures - Still no comments.
- Moving the Credit Card checking account - No change.
- Quartermaster - We still need one.
- Job descriptions - Jim still has about a half-dozen from his committee.
- Post-con reports - Expected this coming Sunday.
- Photo disclaimer - We decided that we'd previously allocated \$50 for signs.
- PayPal - As soon as our new web site is up and running, we'll actually sign up
- Filk Circle agreements - We're asking Leprecon, Inc. to check their records, and so deferred further discussion.

New Business

- Jim's role - Jim will be keeping the Archives, and will not be entirely GAFIating.
- Mike Wilmoth reported that he had received his travel agent commissions from the hotel for booking this past year's HexaCon and CopperCon, and that he would be turning over to us \$616 for Hex and \$841 for Copper.
- Stephanie wants the organization to have reserves of two years worth of operating expenses. Mark moved to allow her to put up to \$8000 in CDs for that purpose. Jim seconded, **7-0-0**.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

We voted to adjourn at 9:28 pm, 7-0-0.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

Regular meeting
December 13, 2002 9:18pm
JB's, I-17 and Indian School

Submitted by David M. Hungerford III

Present: Stephanie Bannon, Mark Boniece, Jim Cryer, Jeff George, Ray Gish, David Hungerford, and Lee Whiteside

Absent: None

- The business of the general meeting was ratified, **7-0-0**.

Old Business

- VNNSA lead-up table - It's basically a dead issue. Gary and Lee will coordinate on the possibility of CASFS folks volunteering at the book sale.
- Data and Recordkeeping Procedures - Still no comments.
- Moving the Credit Card checking account - No change.
- Quartermaster - We still need one.
- Job descriptions - Jim still has about a half-dozen from his committee.
- Post-con reports - No change.
- Photo disclaimer - We remembered that we'd actually allocated \$100 for signs. Lee will submit the disclaimer that LASFS uses for our consideration.
- PayPal - As soon as our new web site is up and running, we'll actually sign up.
- Filk Circle agreements -- Leprecon, Inc, does not have records one way or the other. The Filk Circle is willing to continue bringing in filk guests under the current customary conditions, but not under conditions of reduced space or other cutbacks. This is something each individual chair will have to work out.
- Jim's role -- Jim will continue as Historian/ Archivist...he stresses that there are three things that would need to be found in a possible replacement: a commitment to doing the job, the necessary equipment to handle all the different media we have, and the proper philosophy about what the archives are for. He pointed out certain restrictions on the use of the John Fong Memorial Library as an example. Jim also notes that he has a partial inventory of what he has.
- Mike's travel agent commission - There are possible tax and 501(c)3 implications to accepting the money. We're holding off until we're sure about all that.

Central Arizona Speculative Fiction Society

Minutes of the Board of Directors

- The CD - We don't actually have the money in CASFS Main yet, so nothing new.

New Business

- Jeff turned in a Copper 23 budget.

We voted to adjourn at 9:42 pm: Dave, Jeff, **7-0-0**.