

**ConNotations Staff Meeting Agenda
December 6, 2006**

1. Dragon Page

How is that going?

2. Distribution

a) Locations & Numbers

Cathy will have new spread sheet

3. Advertising

a) Report

b) Current Advertisers Report

Attached

c) Unpaid Invoices

Total unpaid = \$295

Report Attached

4. ConNotations Contents

a) Front Page for 17.1 - Deadline January 10

Interview with ?

b) Current Columns

Anime Column

Non-genre by Genre

Costume Closet

Pro Notes

5. Misc

a) Finances

We have \$295 in unpaid invoice. With all invoices paid we will end the year with \$516.96 minus whatever Cathy needs for the tear sheets. Without the invoices being paid we end up with \$221.96 minus the tear sheet costs.

Report Attached

b) Future

2006 financial report attached. The only thing I can think of is to ask for more \$3000 from CASFS for 2007 stipend

6. Next Meetings

Wednesday, February 7, 2007

ConNotations Volume 16 Advertisers

AniZona - Issue 1, 2, 6
Bent Cover - Issue 3, 4, 5, 6
Cathy - Issue 4
CASFS Recruitment - Issue 3, 4, 5
CASFS Logo - Issue 2, 3, 4
ConRunners - Issue 1, 3
ConZilla - Issue 3
CopperCon 25 - Issue 1
CopperCon 26 - Issue 1, 2, 3, 4
CopperCon 27 - Issue 6
DarkCon 2007 - Issue 2-6
Dragon Page - Issue 1-6
Drawn to Comics - Issue 1
Finding the Future Issue .5 thru 17.4
Game Depot - Issue 2 thru 17.1
HexaCon 15 - Issue 1
HexaCon 16 - Issue 1, 2, 3, 4, 5
Ice Escape - Issue 1
Imperial Outpost - Issue 1, 2, 3, 4
LA Worldcon - Issue 2, 3
Leslie Fish - Issue 2, 4
LepreCon 32 - Issue 1, 2
LepreCon 33 - Issue 5, 6
LepreCon - Nebulas - Issue 1, 2
LepreCon - Westercon - Issue 1, 2, 3, 4, 5, 6
Media Burn - Issue 6
Phoenix ComicCon Issue 1, 2, 4, 6
Phoenix ConGames - Issue 1, 2, 3
Pirates and Ninjas - Issue 6
Real Estate - Issue 3 thru 17.2
Tuscon - Issue 4, 5

Unpaid Invoices - Advertising Invoices

12/6/2006 - ALL CASFS

Page 1

| Customer | Date | Invoice # | Due Date | Aging | P.O. Num. | Amount | Total |
|-----------------------|------------|-----------|------------|-------|-----------|--------|--------|
| Bent Cover | 11/6/2006 | 526 | 12/6/2006 | | | 30.00 | 30.00 |
| LepreCon 33 | 9/24/2006 | 524 | 10/24/2006 | 43 | | 60.00 | 60.00 |
| LepreCon Inc - Wes... | 11/10/2006 | 529 | 12/10/2006 | | | 30.00 | 30.00 |
| Pirates And Ninjas | 11/5/2006 | 525 | 12/5/2006 | 1 | | 175.00 | 175.00 |
| | | | | | | Total | 295.00 |

Register Report

1/1/2006 Through 12/31/2006

12/6/2006

Page 1

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|--|--------------|------|-----------------------|-----------------|--------------------|-----|------------------|
| INCOME | | | | | | | |
| CASFS Funding | | | | | | | |
| 1/25/2006 | ConNotations | | Check #1453 Fro... | Volume 2006 | CASFS Funding | R | 2,100.00 |
| TOTAL CASFS Funding | | | | | | | 2,100.00 |
| TOTAL INCOME | | | | | | | 2,100.00 |
| EXPENSES | | | | | | | |
| Uncategorized | | | | | | | |
| 1/1/2006 | ConNotations | | Begin 2006 With \$... | | | R | 0.00 |
| 3/2/2006 | ConNotations | 1406 | VOID | | | R | 0.00 |
| 3/25/2006 | ConNotations | 1408 | Void | | | R | 0.00 |
| 12/31/2006 | ConNotations | set | Frank D Williams | quarter pag... | | | -30.00 |
| 12/31/2006 | ConNotations | set | Game Depot Paid ... | quarter pag... | | | 0.00 |
| 12/31/2006 | ConNotations | set | Finding The Future | half page - ... | | | -180.00 |
| TOTAL Uncategorized | | | | | | | -210.00 |
| Expense Reimbursement | | | | | | | |
| 3/25/2006 | ConNotations | 1409 | Erin Lewis | Delivery Ex... | Expense Reimb... | R | -100.00 |
| 6/1/2006 | ConNotations | 1412 | Erin Lewis | Delivery Ex... | Expense Reimb... | R | -100.00 |
| 7/28/2006 | ConNotations | 1415 | Erin Lewis | Delivery Ex... | Expense Reimb... | R | -100.00 |
| 9/24/2006 | ConNotations | 1419 | Shane Bryner | Delivery 16.5 | Expense Reimb... | R | -100.00 |
| 11/20/2006 | ConNotations | 1422 | Shane Bryner | Volume 16 l... | Expense Reimb... | c | -100.00 |
| TOTAL Expense Reimbursement | | | | | | | -500.00 |
| Fees | | | | | | | |
| 7/31/2006 | ConNotations | 1417 | Post Master | postal permit | Fees | R | -160.00 |
| TOTAL Fees | | | | | | | -160.00 |
| Postage and Delivery | | | | | | | |
| 1/30/2006 | ConNotations | 1405 | Post Master | Volume 16-... | Postage and De... | R | -297.64 |
| 4/3/2006 | ConNotations | 1410 | Post Master | Volume 16-... | Postage and De... | R | -297.27 |
| 6/5/2006 | ConNotations | 1413 | Post Master | Volume 16-... | Postage and De... | R | -298.76 |
| 7/31/2006 | ConNotations | 1416 | Post Master | Volume 16-... | Postage and De... | R | -297.40 |
| 10/3/2006 | ConNotations | 1421 | Post Master | Volume 16... | Postage and De... | R | -300.00 |
| 12/4/2006 | ConNotations | 1424 | Postmaster | Volume 16 l... | Postage and De... | | -297.50 |
| SUBTOTAL Postage and Delivery | | | | | | | -1,788.57 |
| Tear sheets | | | | | | | |
| 6/21/2006 | ConNotations | 1414 | Cathy Book | tear sheets | Postage and De... | R | -14.13 |
| TOTAL Tear sheets | | | | | | | -14.13 |
| TOTAL Postage and Delivery | | | | | | | -1,802.70 |
| Printing and Reproduction | | | | | | | |
| 3/2/2006 | ConNotations | 1407 | Payson Roundup | Volume 16 l... | Printing and Re... | R | -518.26 |
| 6/1/2006 | ConNotations | 1411 | Payson Roundup | Volume 16 l... | Printing and Re... | R | -1,000.00 |
| 9/22/2006 | ConNotations | 1418 | Payson Roundup | Volume 16 l... | Printing and Re... | R | -1,050.00 |
| 12/6/2006 | ConNotations | 1425 | Payson Roundup | Volume 16 l... | Printing and Re... | | -510.60 |
| TOTAL Printing and Reproduction | | | | | | | -3,078.86 |
| Supplies, Bus | | | | | | | |

Register Report

1/1/2006 Through 12/31/2006

12/6/2006

Page 2

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|----------------------------|--------------|------|--------------|---------------|--------------------|-----|------------------|
| Labels | | | | | | | |
| 9/28/2006 | ConNotations | 1420 | Costco | | Supplies, Bus:L... | R | -16.20 |
| 12/1/2006 | ConNotations | 1423 | Costco | | Supplies, Bus:L... | c | -27.01 |
| TOTAL Labels | | | | | | | -43.21 |
| Misc | | | | | | | |
| 12/6/2006 | ConNotations | 1426 | Craig L Dyer | Case of paper | Supplies, Bus:... | | -24.86 |
| TOTAL Misc | | | | | | | -24.86 |
| TOTAL Supplies, Bus | | | | | | | -68.07 |
| TOTAL EXPENSES | | | | | | | -5,819.63 |

TRANSFERS

| Advertising Invoices | | | | | | | |
|-----------------------------|--------------|--|----------------------|----------------|---------------------|---|--------|
| 1/19/2006 | ConNotations | | LepreCon Inc - W... | | [Advertising Inv... | R | 60.00 |
| 1/19/2006 | ConNotations | | LepreCon Inc - Ne... | | [Advertising Inv... | R | 60.00 |
| 1/25/2006 | ConNotations | | Phoenix Cactus C... | | [Advertising Inv... | R | 60.00 |
| 1/25/2006 | ConNotations | | HexaCon 15 | | [Advertising Inv... | R | 60.00 |
| 1/25/2006 | ConNotations | | CopperCon 25 | | [Advertising Inv... | R | 60.00 |
| 1/25/2006 | ConNotations | | Drawn To Heros | | [Advertising Inv... | R | 10.00 |
| 5/26/2006 | ConNotations | | Frank D Williams | | [Advertising Inv... | R | 150.00 |
| 5/26/2006 | ConNotations | | ConZilla | | [Advertising Inv... | R | 175.00 |
| 5/26/2006 | ConNotations | | LepreCon Inc - W... | | [Advertising Inv... | R | 100.00 |
| 5/26/2006 | ConNotations | | Ice Escape | | [Advertising Inv... | R | 120.00 |
| 5/26/2006 | ConNotations | | Ice Escape | | [Advertising Inv... | R | 120.00 |
| 5/26/2006 | ConNotations | | LepreCon 32 | | [Advertising Inv... | R | 70.00 |
| 5/26/2006 | ConNotations | | LepreCon 32 | | [Advertising Inv... | R | 40.00 |
| 5/26/2006 | ConNotations | | LepreCon Inc - Ne... | | [Advertising Inv... | R | 90.00 |
| 5/26/2006 | ConNotations | | Leslie Fish | | [Advertising Inv... | R | 20.00 |
| 5/26/2006 | ConNotations | | LA Con IV | | [Advertising Inv... | R | 240.00 |
| 5/26/2006 | ConNotations | | Phoenix Cactus C... | | [Advertising Inv... | R | 60.00 |
| 5/26/2006 | ConNotations | | LepreCon 32 | | [Advertising Inv... | R | 120.00 |
| 5/26/2006 | ConNotations | | ConRunners | | [Advertising Inv... | R | 60.00 |
| 5/26/2006 | ConNotations | | Bent Cover | | [Advertising Inv... | R | 30.00 |
| 6/30/2006 | ConNotations | | Imperial Outpost | | [Advertising Inv... | R | 90.00 |
| 6/30/2006 | ConNotations | | Michael Bauerlein | Paid via Pa... | [Advertising Inv... | R | 80.00 |
| 6/30/2006 | ConNotations | | Ice Escape | | [Advertising Inv... | R | 120.00 |
| 6/30/2006 | ConNotations | | Game Depot | | [Advertising Inv... | R | 150.00 |
| 6/30/2006 | ConNotations | | Hexacon 16 | | [Advertising Inv... | R | 90.00 |
| 9/26/2006 | ConNotations | | Leslie Fish | | [Advertising Inv... | R | 20.00 |
| 9/26/2006 | ConNotations | | Finding The Future | | [Advertising Inv... | R | 300.00 |
| 9/26/2006 | ConNotations | | Bent Cover | | [Advertising Inv... | R | 30.00 |
| 9/26/2006 | ConNotations | | Imperial Outpost | | [Advertising Inv... | R | 30.00 |
| 9/26/2006 | ConNotations | | Hexacon 16 | | [Advertising Inv... | R | 60.00 |
| 9/26/2006 | ConNotations | | AniZona | | [Advertising Inv... | R | 120.00 |
| 10/7/2006 | ConNotations | | LepreCon Inc - W... | | [Advertising Inv... | R | 30.00 |
| 10/7/2006 | ConNotations | | LepreCon Inc - W... | | [Advertising Inv... | R | 30.00 |
| 11/9/2006 | ConNotations | | Bent Cover | | [Advertising Inv... | c | 30.00 |
| 11/9/2006 | ConNotations | | Phoenix Cactus C... | | [Advertising Inv... | c | 175.00 |
| 11/9/2006 | ConNotations | | DarkCon 2007 | | [Advertising Inv... | c | 150.00 |
| 11/9/2006 | ConNotations | | Imperial Outpost | | [Advertising Inv... | c | 30.00 |
| 11/9/2006 | ConNotations | | MediaBurn | | [Advertising Inv... | c | 30.00 |

Register Report

1/1/2006 Through 12/31/2006

12/6/2006

Page 3

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|---|--------------|-----|---------------------|----------------|---------------------|-----|-----------------|
| 11/9/2006 | ConNotations | | TusCon | | [Advertising Inv... | c | 120.00 |
| 12/4/2006 | ConNotations | | AniZona | | [Advertising Inv... | c | 60.00 |
| 12/4/2006 | ConNotations | | CopperCon 27 | | [Advertising Inv... | c | 60.00 |
| 12/4/2006 | ConNotations | | Phoenix Cactus C... | | [Advertising Inv... | c | 60.00 |
| 12/4/2006 | ConNotations | | CopperCon 26 | | [Advertising Inv... | c | 300.00 |
| 12/4/2006 | ConNotations | | Imperial Outpost | | [Advertising Inv... | c | 30.00 |
| TOTAL Advertising Invoices | | | | | | | 3,900.00 |
| | | | | | | | |
| ConNotations Subscriptions | | | | | | | |
| 5/26/2006 | ConNotations | | Orange County Sc... | | [ConNotations ... | R | 20.00 |
| 9/29/2006 | ConNotations | | Robert Raymond II | Paid via Pa... | [ConNotations ... | R | 20.00 |
| TOTAL ConNotations Subscriptions | | | | | | | 40.00 |
| | | | | | | | |
| TOTAL TRANSFERS | | | | | | | 3,940.00 |
| | | | | | | | |
| OVERALL TOTAL | | | | | | | 220.37 |

ConNotations Expenses

| 2006 | | | | |
|-----------------------------|-------------|----------|---------------------|--------------------------|
| Expenses - Projected | | | | Expenses - Actual |
| Item | Cost | # | Total | |
| Printing | \$550.00 | 6 | \$3,300.00 | \$3,078.86 |
| Postage | \$300.00 | 6 | \$1,800.00 | \$1,788.57 |
| Delivery | \$100.00 | 6 | \$600.00 | \$500.00 |
| Labels | \$20.00 | 6 | \$120.00 | \$43.21 |
| Mail Permit | \$160.00 | 1 | \$160.00 | \$160.00 |
| Tear Sheets | \$25.00 | 6 | \$150.00 | \$14.13 |
| Supplies | \$10.00 | 6 | \$60.00 | \$24.86 |
| Prepaid Ads for 2007 | \$210.00 | 1 | \$210.00 | \$210.00 |
| Unpaid Invoices 2006 | | | \$0.00 | \$295.00 |
| | | | \$0.00 | |
| | | | \$0.00 | |
| TOTAL | | | \$6,400.00 | \$6,114.63 |
| Income | | | | |
| CASFS Funding | | | \$2,100.00 | \$2,100.00 |
| Ad Revenue | | | \$2,890.00 | \$3,315.00 |
| Subscriptions | | | \$0.00 | \$40.00 |
| Total | | | \$4,990.00 | \$5,455.00 |
| | | | | |
| Plus/Minus | | | (\$1,410.00) | (\$659.63) |

ConNotations Expenses

| 2007 | | | | |
|-----------------------------|-------------|----------|-------------------|--------------------------|
| Expenses - Projected | | | | Expenses - Actual |
| Item | Cost | # | Total | |
| Printing | \$525.00 | 6 | \$3,150.00 | \$0.00 |
| Postage | \$300.00 | 6 | \$1,800.00 | \$0.00 |
| Delivery | \$100.00 | 6 | \$600.00 | \$0.00 |
| Labels | \$27.00 | 3 | \$81.00 | \$0.00 |
| Mail Permit | \$160.00 | 1 | \$160.00 | \$0.00 |
| Tear Sheets | \$25.00 | 6 | \$150.00 | \$0.00 |
| Supplies | \$10.00 | 6 | \$60.00 | \$0.00 |
| Prepaid Ads - 2008 | | | \$0.00 | |
| | | | \$0.00 | |
| | | | \$0.00 | |
| TOTAL | | | \$6,001.00 | \$0.00 |
| Income | | | | |
| CASFS Funding | | | \$2,100.00 | \$0.00 |
| Ad Revenue | | | \$3,500.00 | \$0.00 |
| Subscriptions | | | \$0.00 | \$0.00 |
| Total | | | \$5,600.00 | \$0.00 |
| | | | | |
| Plus/Minus | | | (\$401.00) | \$0.00 |

ConNotations Staff Meeting Minutes
December 6, 2006

Start: 7:20PM

Present: Nadine Armstrong, Stephanie L Bannon, Len Berger, Richard Bolinski, Catherine Book, Craig L Dyer, Bob LaPierre, Gary Swaty, Lee Whiteside, Randall Whitlock

1. Dragon Page

How is that going?

We keep forgetting it between meetings. Will add it to the “Stephanie’s Reminders” Yahoo group and send every Wednesday to remind Cathy.

2. Distribution

a) Locations & Numbers

Cathy has a new spread sheet. Bill may be quitting due to new job schedule. The distribution list comes in two flavors; one is overall list, one is broken down by person. Cathy will email the lists to everyone. New routes may be devised, or at least talked about. Bring remaining bundles to CASFS for Cathy or Bill. Save two bundles, one for Darkcon and one for Phoenix Cactus Comicon

3. Advertising

a) Report

Much discussion of who we can add as advertisers. Cathy will contact Loscon. Everyone will look for local business to run quarter page ads on a regular basis to build steady revenue.

b) Current Advertisers Report

Attached

In 2006 we had 31 advertisers. Of those, 7 were CASFS related, 3 were unpaid ads (Dragon Page, and 2 CASFS ads), LepreCon Inc accounted for 4, Cathy (1 ad), Darkcon, Ice Escape, LA Worldcon and San Diego Westercon will not renew since their events are over.

c) Unpaid Invoices

Total unpaid = \$295

Report Attached

Cathy will deal with Bent Cover and Pirates and Ninjas, Stephanie will bring LepreCon Inc related invoices to CASFS meeting and Lee will also remind LepreCon bankers.

4. ConNotations Contents

a) Front Page for 17.1 - Deadline January 10

Interview with Mike Stackpole, maybe. If arrangements can be made Bob and Cathy will team up to interview Jewel Staite at Darkcon

b) Current Columns

Anime Column:

Craig will “force” himself to watch Anime over the holidays and have lots of reviews for January. It is a hard job but he is willing to make the sacrifice.

Non-genre by Genre

Gary has several ideas. Will do Charlaine Harris for Issue 3 which comes out not long before CopperCon

Costume Closet:

Randal will continue the column, has ideas for a basic “how to” for Issue 1

Pro Notes

Cathy will be contacting people, wants to work up more names for contacts

5. Misc

a) Finances

We have \$295 in unpaid invoice. With all invoices paid we will end the year with \$516.96 minus whatever Cathy needs for the tear sheets. Without the invoices being paid we end up with \$221.96 minus the tear sheet costs.

Report Attached

b) Future

2006 financial report attached. The only thing I can think of is to ask for more \$3000 from CASFS for 2007 stipend

Much discussion, round and round - final decision, ask CASFS for \$3000. It is still cheaper and a bigger “bang for the buck” than having the cons go back to individual mailed PRs

Bake sale suggestion with Cathy and Richard doing all the baking

c) Location for 2007 Meetings

Since JB's double booked the room on us for the second time this year, this time to the point where we could not even share the room with the other party and we are stuck in booths Stephanie will see about moving the meetings to the Bookmans at 19th Ave and Northern

6. Next Meetings

Wednesday, February 7, 2007 (Pending availability at Bookmans)

Adjourned: 7:50PM