

ConNotations Staff Meeting Agenda
June 5, 2007

1. Dragon Page

How is that going? (Reminders are now being sent to Cathy on the 5th and 20th of each month)

2. Distribution

a) Locations & Numbers

Cathy has a new spread sheet.

3. Advertising

a) Report

Current Advertisers Report - Attached

Unpaid Invoices - Total unpaid = \$1045 Report Attached

Will be writing off Pirates and Ninjas as a bad debt

b) Finding more advertisers

4. ConNotations Contents

a) Front Page for 17.4 - Deadline July 10

Interview with ?

b) Current Columns

Videophile

Musty Tomes

Gamer's Corner

MangaZone

5. Movie Previews - Swag Giveaway - Movie Preview Passes

a) Report

Len Berger

6. Misc

a) Web Page

Updated - last week, volume 17 Issue 3 will go live as soon as it arrives in the editor's mail box

Lee - are you still interested in doing on-line updates between issues?

Movie Review page - exists, has reviews, needs more

b) Finances

Still not happy. Postage went up - \$296 for 17.2 to \$404 for 17.3 Reports attached

c) Future

The database is being weeded this week, pruning will be severe however there is a likelihood that print costs will increase since newsprint is heavy and the cost of gas, thus transporting it, has gone up. Payson Roundup has not yet mentioned an increase but we need to be aware of the possibility. While bringing it down the mountain is still \$100 fan reimbursement the professional delivery services have raised their rates to \$150-\$175 one way

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June 5, 2007

Currently CASFS overall is going to have to do some reassessment of how it spends its money based on the past few years of convention income and the current year's projection. For the CASFS 2007 expenses there was a \$4300 shortfall in funding from the conventions. For the CASFS 2008 expenses the shortfall is unknown since CopperCon 26 has not closed out however, it can be noted that not only did HexaCon 16 not return \$2300 to CASFS main to cover 2008 expenses, HexaCon 16 did not make seed for HexaCon 18 resulting in \$2000 being taken from CASFS main to seed the 2008 HexaCon.

Advertising revenue for 2006 was \$3665. Total ad revenue so far this year (including unpaid invoices) is \$1545. Expenses for 2007 are projected to be \$6211 See attached report

7. 2007 Meeting Schedule - All Meetings at Bookmans Phoenix, 8034 N. 19th Ave.
Tuesday, August 7
Tuesday, October 2
Tuesday, December 4

Attachments:

- Minutes - April 3, 2007
- Unpaid Invoices
- Current Advertisers report
- Register Report - Advertising Income
- ConNotations Register Report - ConNotations Checking
- ConNotations Budget Spreadsheet

ConNotations Staff Meeting Minutes
April 3, 2007

Present: ?

1. Distribution:

Gary will check on Planet Neo and Gamer's Inn for distribution.

2. Advertisers:

Catherine emailed Lyle Dillie but got no response yet.

3. ConNotations Contents

- a) Front page for 17.3 will be Elizabeth Bear from Nadine Armstrong
- b) Future issues will have Mike Stackpole and Alan Dean Foster, if Catherine gets to interview them at the Book Festival

c) Current columns

Anime column

Non-genre by Genre – Gary will do something

Costume Closet – Randall would appreciate suggestions

ProNotes

Pre-Con article – Catherine will pull something together for CU27 and ask Wally for one for Hex.

Post-con article – Gary will do one for Space Access. Catherine will ask several people to do one for Lep 33.

4. Web page

Is there a page for Lee to put up stuff for TV? And how about the Movie Previews page?

Unpaid Invoices - Advertising Invoices

6/5/2007 - ALL CASFS

Page 1

| Customer | Date | Invoice # | Due Date | Aging | P.O. Num. | Amount | Total |
|--------------------|-----------|-----------|-----------|-------|-----------|--------|----------|
| Bent Cover | 5/20/2007 | 546 | 6/19/2007 | | | 60.00 | 60.00 |
| Con Games | 5/20/2007 | 543 | 6/19/2007 | | | 60.00 | 60.00 |
| CopperCon 27 | 1/25/2007 | 539 | 2/24/2007 | 101 | | 360.00 | 360.00 |
| Frank D Williams | 5/21/2007 | 547 | 6/20/2007 | | | 150.00 | 150.00 |
| Game Depot | 3/26/2007 | 542 | 4/25/2007 | 41 | | 150.00 | 150.00 |
| Imperial Outpost | 5/22/2007 | 545 | 6/21/2007 | | | 60.00 | 60.00 |
| LepreCon 34 | 5/21/2007 | 544 | 6/20/2007 | | | 30.00 | 30.00 |
| Pirates And Ninjas | 11/5/2006 | 525 | 12/5/2006 | 182 | | 175.00 | 175.00 |
| | | | | | | Total | 1,045.00 |

ConNotations Volume 17 Issue 3
Advertising

**Dragon Page Half Page 6X10 (V) - Trade -
CASFS Recruitment**

**CopperCon 27 - Full page
Finding the Future - half Page (V) 6x10 - PAID thru 17.4
ConGames - Half -**

LepreCon - Westercon - One-third page (V) 5x6 - PAID

**Real Estate - Renewed for 6 issue thru 18.2
Bent Cover - Quarter Page
Imperial Outpost - Quarter page (H) 5X6 -
Game Depot - Quarter page (H) 6X5 - Renewed for 6 issues thru 18.1
LepreCon 34 - Quarter page (V)5x6
Serenity - Quarter Page - FREE**

Nancy Freeman - 1/8 page H - Issue 17.1, 17.3 & 17.4 -PAID

NO ADS UNTIL PAID UP

PAST ADVERTISERS

Samurai Comics - Quarter page
Trash City - Quarter page
Drawn to Heros - 1/8 page
Michael Bauerlein - Quarter Page
Media Burn - Quarter page
Leslie Fish - 1/8 page

Register Report

1/1/2007 Through 12/31/2007

6/5/2007

Page 1

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|----------------------------|------------------|-----|--------------------|-------------------------------|----------|-----|-----------------|
| INCOME | | | | | | | |
| Advertisement | | | | | | | |
| 1/15/2007 | Advertising I... | 533 | S AniZona | Volume 17 Is...Advertisement | | c | 275.00 |
| 1/16/2007 | Advertising I... | 534 | S Nancy Freeman | Volume 17 Is...Advertisement | | c | 20.00 |
| | | | | Volume 17 Is...Advertisement | | c | 20.00 |
| | | | | Volume 17 Is...Advertisement | | c | 20.00 |
| 1/18/2007 | Advertising I... | 535 | S Book Festival | Volume 17 Is...Advertisement | | c | 60.00 |
| | | | | Volume 17 Is...Advertisement | | c | 60.00 |
| 1/20/2007 | Advertising I... | 536 | S Vijaya Schartz | Volume 17 Is...Advertisement | | c | 60.00 |
| 1/22/2007 | Advertising I... | 537 | S Bent Cover | Volume 17 Is...Advertisement | | c | 30.00 |
| 1/24/2007 | Advertising I... | 538 | S Imperial Outpost | Volume 17 Is...Advertisement | | c | 30.00 |
| 1/25/2007 | Advertising I... | 539 | S CopperCon 27 | Volume 17 Is...Advertisement | | | 120.00 |
| | | | | Volume 17 Is...Advertisement | | | 120.00 |
| | | | | Volume 17 Is...Advertisement | | | 120.00 |
| 1/25/2007 | Advertising I... | 540 | S Leslie Fish | Volume 17 Is...Advertisement | | c | 20.00 |
| | | | | Volume 17 Is...Advertisement | | c | 20.00 |
| 3/15/2007 | Advertising I... | 541 | S LepreCon 33 | Volume 17 Is...Advertisement | | c | 60.00 |
| 3/26/2007 | Advertising I... | 542 | S Game Depot | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | Volume 18 Is...Advertisement | | | 0.00 |
| 5/20/2007 | Advertising I... | 543 | S Con Games | Volume 17 Is...Advertisement | | | 60.00 |
| 5/20/2007 | Advertising I... | 546 | S Bent Cover | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | Volume 17 Is...Advertisement | | | 30.00 |
| 5/21/2007 | Advertising I... | 544 | S LepreCon 34 | Volume 17 Is...Advertisement | | | 30.00 |
| 5/21/2007 | Advertising I... | 547 | S Frank D Williams | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | volume 17 Is... Advertisement | | | 30.00 |
| | | | | volume 17 Is... Advertisement | | | 30.00 |
| | | | | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | Volume 18 Is...Advertisement | | | 30.00 |
| | | | | Volume 18 Is...Advertisement | | | 0.00 |
| 5/22/2007 | Advertising I... | 545 | S Imperial Outpost | Volume 17 Is...Advertisement | | | 30.00 |
| | | | | Volume 17 Is...Advertisement | | | 30.00 |
| TOTAL Advertisement | | | | | | | 1,545.00 |
| TOTAL INCOME | | | | | | | 1,545.00 |

| | | | | | | | |
|---------------------|------------------|------------|----------------------|-----------------|----------------|---|---------|
| TRANSFERS | | | | | | | |
| ConNotations | | | | | | | |
| 2/23/2007 | Advertising I... | 1505 | LepreCon 33 | | [ConNotations] | c | -100.00 |
| 2/23/2007 | Advertising I... | 16498 | Bent Cover | | [ConNotations] | c | -30.00 |
| 2/23/2007 | Advertising I... | MO #194968 | Leslie Fish | | [ConNotations] | c | -40.00 |
| 2/23/2007 | Advertising I... | 1504 | LepreCon Inc - We... | | [ConNotations] | c | -130.00 |
| 2/23/2007 | Advertising I... | 120 | Vijaya Schartz | | [ConNotations] | c | -60.00 |
| 2/23/2007 | Advertising I... | 1237 | AniZona | | [ConNotations] | c | -275.00 |
| 2/23/2007 | Advertising I... | 3211 | Nancy Freeman | | [ConNotations] | c | -60.00 |
| 6/5/2007 | Advertising I... | | Book Festival | Transaction ... | [ConNotations] | c | -120.00 |
| 6/7/2007 | Advertising I... | 1777 | LepreCon 33 | | [ConNotations] | c | -60.00 |
| 6/7/2007 | Advertising I... | CASH | Imperial Outpost | | [ConNotations] | c | -30.00 |

Register Report

1/1/2007 Through 12/31/2007

6/5/2007

Page 2

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|---------------------------|------------------|-------|-------------|------|----------------|-----|----------------|
| 6/7/2007 | Advertising I... | 16562 | Bent Cover | | [ConNotations] | c | -30.00 |
| TOTAL ConNotations | | | | | | | -935.00 |
| TOTAL TRANSFERS | | | | | | | -935.00 |
| OVERALL TOTAL | | | | | | | 610.00 |

Register Report

1/1/2007 Through 12/31/2007

6/5/2007

Page 1

| Date | Account | Num | Description | Memo | Category | Clr | Amount |
|--|--------------|------|----------------------|------------------|----------------------|-----|------------------|
| INCOME | | | | | | | |
| CASFS Funding | | | | | | | |
| 1/31/2007 | ConNotations | DEP | CASFS Funding | 2007 Stipen... | CASFS Funding | R | 3,000.00 |
| TOTAL CASFS Funding | | | | | | | 3,000.00 |
| TOTAL INCOME | | | | | | | 3,000.00 |
| EXPENSES | | | | | | | |
| Expense Reimbursement | | | | | | | |
| 1/31/2007 | ConNotations | 1427 | Shane Bryner | Delivery 17.1 | Expense Reimb... | R | -100.00 |
| 3/29/2007 | ConNotations | 1431 | Kyla Mills | Delivery 17.2 | Expense Reimb... | R | -100.00 |
| 6/1/2007 | ConNotations | 1433 | Shane Bryner | Delivery 17.3 | Expense Reimb... | | -100.00 |
| TOTAL Expense Reimbursement | | | | | | | -300.00 |
| Postage and Delivery | | | | | | | |
| 2/5/2007 | ConNotations | 1428 | Post Master | Bulk 17.1 | Postage and Del... | R | -306.23 |
| 2/16/2007 | ConNotations | 1429 | Catherine Book | tear sheets 1... | Postage and Del... | R | -64.51 |
| 4/2/2007 | ConNotations | 1432 | Post Master | Bulk 17.2 | Postage and Del... | R | -296.00 |
| 6/4/2007 | ConNotations | 1434 | Post Master | Bulk 17.3 | Postage and Del... | | -404.45 |
| TOTAL Postage and Delivery | | | | | | | -1,071.19 |
| Printing and Reproduction | | | | | | | |
| 2/20/2007 | ConNotations | 1430 | Payson Roundup | Volume 17 Is... | Printing and Rep... | R | -510.60 |
| 6/5/2007 | ConNotations | | Funds From ConN... | Transaction ... | Printing and Rep... | | -1,000.00 |
| TOTAL Printing and Reproduction | | | | | | | -1,510.60 |
| TOTAL EXPENSES | | | | | | | -2,881.79 |
| TRANSFERS | | | | | | | |
| Advertising Invoices | | | | | | | |
| 2/23/2007 | ConNotations | | LepreCon 33 | | [Advertising Invo... | R | 100.00 |
| 2/23/2007 | ConNotations | | Bent Cover | | [Advertising Invo... | R | 30.00 |
| 2/23/2007 | ConNotations | | Leslie Fish | | [Advertising Invo... | R | 40.00 |
| 2/23/2007 | ConNotations | | LepreCon Inc - We... | | [Advertising Invo... | R | 130.00 |
| 2/23/2007 | ConNotations | | Vijaya Schartz | | [Advertising Invo... | R | 60.00 |
| 2/23/2007 | ConNotations | | AniZona | | [Advertising Invo... | R | 275.00 |
| 2/23/2007 | ConNotations | | Nancy Freeman | | [Advertising Invo... | R | 60.00 |
| 5/24/2007 | ConNotations | | Book Festival | Transaction ... | [Advertising Invo... | c | 120.00 |
| 6/7/2007 | ConNotations | | LepreCon 33 | | [Advertising Invo... | | 60.00 |
| 6/7/2007 | ConNotations | | Bent Cover | | [Advertising Invo... | | 30.00 |
| 6/7/2007 | ConNotations | | Imperial Outpost | | [Advertising Invo... | | 30.00 |
| TOTAL Advertising Invoices | | | | | | | 935.00 |
| TOTAL TRANSFERS | | | | | | | 935.00 |
| OVERALL TOTAL | | | | | | | 1,053.21 |

ConNotations Expenses

| 2007 | | | | | |
|--|-------------|------------------|---------------------|--------------------------|-------------------------------|
| Expenses | | Projected | | | Actual thru 06/05/2007 |
| Item | Cost | # | Total | | |
| Printing | \$525.00 | 6 | \$3,150.00 | \$1,510.50 | |
| Postage | \$300.00 | 6 | \$1,800.00 | \$1,006.68 | |
| Delivery | \$100.00 | 6 | \$600.00 | \$300.00 | |
| Labels | \$27.00 | 3 | \$81.00 | \$0.00 | |
| Mail Permit | \$160.00 | 1 | \$160.00 | \$0.00 | |
| Tear Sheets | \$25.00 | 6 | \$150.00 | \$64.51 | |
| Supplies | \$10.00 | 6 | \$60.00 | \$0.00 | |
| Prepaid Ads - 2007/2008 | | | \$210.00 | \$210.00 | |
| | | | \$0.00 | | |
| | | | \$0.00 | | |
| TOTAL | | | \$6,211.00 | \$3,091.69 | |
| Income | | | | | |
| CASFS Funding | | | \$3,000.00 | \$3,000.00 | |
| Ad Revenue (Average) | | | \$3,300.00 | \$1,545.00 | |
| Subscriptions | | | \$0.00 | \$0.00 | |
| Total | | | \$6,300.00 | \$4,545.00 | |
| Plus/Minus | | | \$89.00 | \$1,453.31 | |
| Plus/Minus of Actual Income vs Projected Expenses | | | | (\$1,666.00) | |
| 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 | \$295.00 | | \$0.00 | \$0.00 | |
| | | | \$0.00 | | |
| TOTAL | | | \$6,400.00 | \$5,819.63 | |
| 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) | (\$364.63) | |