



Mentor

The corporate newsletter of Arisia, Incorporated

Volume 10, Issue 82

May 1998

Minutes of the Executive Board Meeting

Time: May 4, 1998, from about 6:00 PM to about 8:00 PM
Location: Global Knowledge Network training room, Burlington MA

In Attendance: Jeff Jordan, Brendan Quinn, Skip Morris, Paul Selkirk

This was an informal meeting to discuss the proposed contracts from the Copley Westin and the Park Plaza. There was no formal agenda, and no votes taken. All decisions taken at the meeting represent a consensus of the members who were present (who happened to be the voting membership of the eboard).

I mailed copies of the Park Plaza contract proposal to all eboard members last week. Skip handed out copies of the current Westin contract proposal at the meeting, and some amount of side-by-side comparison was made. However, we spent most of the meeting on the Westin contract because a) the PP contract is fairly boilerplate, with no new demands or incentives, b) the Westin was the first choice of the corporation, and c) Skip was trying to pull together a counter-proposal to the Westin.

In no particular order, we discussed concerns about

- suite rates, and how suites factor into our room block
- damage deposits for dealers row rooms (irrespective of whether they are suites or regular rooms)
- party floors and quiet floors, vs. party and quiet "room blocks"
- logistics parking
- a clause to allow addenda or supplementary agreements after the contract is signed
- function space pick-ups
- a rider to get all unsold function space before the agreed pick-up times
- multi-year contract

Minutes of the May Meeting

Time: May 24, 1998 at 2:52 PM.
Location: Building 66, MIT, Cambridge MA

In Attendance: Beatrice Bordzol (Red Shirt), Scott Campanella, Marshall Ellis, Adam Gratun, Walter Kahn, Ben Levy, Elka Tovah Menkes, Paul Selkirk, Nick Shectman, Cris Shuldiner.

In absence of the President, Vice President, and Treasurer, the Clerk chaired the meeting.

• Proxies

Dave Cantor to Paul Selkirk, Rachel Silverman to Paul Selkirk, Ailsa Murphy to Cris Shuldiner, Glen Goodwin to Cris Shuldiner, Brendan Quinn to Walter Kahn, Drea Brandford to Walter Kahn. 'Zanne Labonville submitted a proxy, but no one was able to hold it.

• Membership Transfers

Beatrice Bordzol, Kara Savoia, and Keith McCormic were transferred to General Membership.

• President's Report (read from email)

We have a contract ready to sign [*with the Copley Westin*] and will deal with that Tuesday. The material about baby-sitting I was hoping to have ready is not back from the lawyer, and other than that I can report only that I have a contract for a house in New Hampshire, but need to sell the house in Boston to finalize the deal.

• Vice President's Report

No report.

• Treasurer's Report

No report

• Clerk's Report

Everyone is reminded to sign in.

Everyone who is giving a report is requested to submit it in writing or email to the clerk, or suffer bizarre and creative transcription errors.

- **Budget Committee**

No report.

- **Arisia 1997**

No report.

- **Arisia 1998**

No report.

- **Arisia 1998 Treasury** (read from email)

All the bills are paid that I know about. I've done all the reimbursement requests and we're past the point to accept any new ones. The only outstanding incoming money I know about is the promised refund from PageNet for the extra month's service they put on our bill. (Anyone seen a check from PageNet in the mailbox?)

Here's a few rough bottom line details:

In the bank: \$13000

Owed to A'99: \$4000

Owed to Corp: \$6000

Net Profit: \$3000

Yeah, it actually looks like we managed to pull this thing into the black by the dint of much sweating, cussing, riding rough shod over some people, and the donating of equipment and services that we otherwise would have paid for.

I'm still waiting around for March and April bank statements to wend their way into my hands. Unless there's some big surprise hiding around a corner, I'll hand the books over to Glen so he can formally ask the corporation to close out business on A'98 at the June meeting.

- **Arisia 1999**

We have a hotel now, or will shortly. Div heads are still looking for some people to fill various positions.

- **Arisia 1999 Treasury**

Rather than submitting a partial budget for approval at this meeting, I'll work up a full budget to be published in Mentor, and to be voted on at the next meeting. [See attachment.]

- **Arisia 1999 Hotel Search Committee**

We have a signed contract from the Westin, which Jeff will sign and return to them on Tuesday.

- **Corporate Inventory Control**

Not present.

- **Corporate Sales**

I have T-shirts for sale, and I have money to give to someone to give to the treasurer to get to the bank.

- **Corporate Sysadmin**

We have an arisia.org on this coast, but it is not fully working yet because of a problem with the host record, which still points to the old arisia.org. There's this complicated dance I have to do to get this all working, and hopefully that will be completed soon (in a couple weeks). I have someone lined up

to be a webmaster

- **Records Task Force**

We met and we sorted the Arisia records in to piles by year and corporate/convention. Now we have to figure out what to do with the records.

- **Long Range Planning Committee**

Not present.

- **New business**

MOVED to add a Policy that Arisia not schedule general business meetings for three-day weekends unless that weekend is the Arisia convention. Motion FAILED.

MOVED to change Convention Policy III, which currently reads, "Each convention will set as an upper limit of 1500 paid memberships" to read "Each convention will set an upper limit of 2000 paid memberships."

FRIENDLY AMENDMENT to change the suggested wording to "Each convention will set an upper limit of 2500 memberships." [This effectively voids Convention Policy IV, which currently reads, "For determining the registration limit, committee, staff, and guest memberships will not be counted."] Motion PASSED.

MOVED to create a new Convention Policy under the Standing Policies: "Anyone working 10 hours at the convention will receive a Team Arisia T-shirt. Anyone working 18 hours will receive a free membership." Motion PASSED.

MOVED to create a new Convention Policy: "Pre-con work shall count toward T-shirts and free memberships, exclusive of time spent in meetings." Motion PASSED.

MOVED to create a new Convention Policy: "Work involved in setup and teardown, including loading and unloading the logistics vehicles, shall count double for volunteer benefits." Motion PASSED.

MOVED to amend Corporate Policy II to add business card advertising rates of \$75 retailed, \$35 semi-pro, and \$20 fan. Motion PASSED.

MOVED to allow the Arisia '99 convention committee to set rates for advertising on the live video program. Motion PASSED.

MOVED to create the position of sergeant-at-fangs, and to appoint Diva [Cris Shuldiner's brother's dog] sergeant-at-fangs. Motion PASSED.

MOVED to hold the June meeting on Sunday June 14, at 2:00 PM if the meeting is held at MIT, 3:00 PM if it's held elsewhere. Motion PASSED.

MOVED to hold the June meeting at MIT. Motion PASSED.

MOVED to cancel the July meeting. Motion PASSED.

MOVED to hold the August meeting on Wednesday August 19, at a time and place to be determined. Motion PASSED.

MOVED to hold the September meeting (annual meeting) on Sunday September 13 at 2:00 PM at MIT.

- Meeting Adjourned at 4:12 PM.

Arisia 1999 Proposed Budget

INFLOWS

Ad Income	1,000
Art Show	
Commissions	250
Mailing Fees	100
Panels and Tables	2,000
Art Show - Other	0
Dealers	
Rooms	1,200
Tables	1,200
Dealers - Other	0
Interest	0
Registration	
At-Con Reg	
\$08	0
\$15	0
\$20	0
\$25	5,000
\$35	4,375
\$40	20,000
Discounted	0
At-Con Reg - Other	0
Prereg	
\$08	1,400
\$25	3,750
\$30	15,000
\$35	0
\$40	0
Discounted	0
Prereg - Other	0
Registration - Other	0
Total Inflows	55,275

OUTFLOWS

Con Chair	
Concom News	-400
GoH Liaison	
Food	-600
Travel	-648
GoH Liaison - Other	-100
Hotel Liaison	
Corkage	-500
Electricity	-1,100
Hotel Rooms	-1,650
Parking	-200
Security Detail	-1,250
Tips	-750
Video Hookup	-300
Hotel Liaison - Other	-250
Con Chair - Other	-375
Events	
Anime Theatre	-300
Art Show	
Artist Reception	-700
Art Show - Other	-800
Big Event 1	-1,500
Big Event 2	-1,500
Dealers Room	-200
Filk Concert	-100
Filking	-300
Films	-750
GoH Events	-100
Live Video	
Incidentals	-100
Videotape	-250

Live Video - Other	-50
Masquerade	-300
Opening Ceremonies	-50
Raffle	-50
Small Event 1	-300
Small Event 2	-300
Small Event 3	-300
Small Event 4	-300
Technical	
Lighting	-800
Sound	-400
Technical - Other	-100
Video Theatre	
Equipment	-1,000
License Fees	-600
Video Theatre - Other	-100
Events - Other	-225
Marketing	
Ad Sales	-350
Advertising	-2,000
Fan Group Liaison	-50
Press	-100
Promotional Parties	-1,000
Publications	
At-con Newsletter	-168
Date Change Mailing	-75
Flyers	-400
Mass Mailer	
Postage	-365
Printing	-345
Pocket Program	-1,785
Prereg Packet	
Postage	-350
Printing	-140
Program Book	-2,258
Publications - Other	-100
Marketing - Other	-300
Operations	
Communications	-850
Computers	-50
Gopher Hole	
Earned Comps	-1,400
Ribbons	-350
T-Shirts	-1,100
Gopher Hole - Other	-400
Logistics	-1,250
Ops Desk	-300
Security	-150
Sign Shop	-50
Operations - Other	-225
Programming	
Fast Track	-200
Guest Liaison	-100
Program AV	-500
Program Ops	-100
Programming - Other	-2,000
Services	
Babysitting	-2,000
Con Suite	-3,000
Green Room	-1,500
Information Desk	-75
Party Czar	-200
Registration	
Acknowledgement Postcards	-100
Badge Holders	-325
Badge Printing	-50
Badge Stock	-100
Foms	-125
Registration - Other	-100
Staff Den	-1,500
Services - Other	-225
Treasury	
Bank Charge	
Credit Card Fees	-500
Bank Charge - Other	-250

Insurance	-1,200
Purchasing	-150
Treasury - Other	-400
Total Outflows	-50,209
Total Inflows	55,275
Total Outflows	-50,209
Difference	5,066



Calendar of Events

Tuesday, June 9, 1998, 7:00 PM

Arisia 1999 Concom Meeting

TBA

Sunday, June 14, 1998, 2:00 PM

Arisia Corporate Meeting

MIT Building 66, Cambridge MA

July 10-12, 1998

Readercon 10

Westborough Marriott, Westborough MA

August 5-9, 1998

BucConeer/1998 Worldcon

Baltimore MD

Wednesday, August 19, 1998

Arisia Corporate Meeting

TBA

Sunday, September 13, 1998, 2:00 PM

Arisia Corporate Meeting (Annual Meeting)

MIT Building 66, Cambridge MA

September 18-20, 1998

NotJustAnotherCon 14

UMass Campus Center Hotel, Amherst MA

Executive Board

President:

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Pat McCormack

Arisia 1998 Conchair:

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Arisia 1999 Conchair:

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Arisia 1999 Treasurer:

Nick Sheckman
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January	\$16	July	\$04
February	\$02	August	\$14

Committee Members & Corporate Appointed Officers

Budget Committee: Skip Morris (chair) Pat McCormack	Corp. Systems Administrator: Cris Shuldiner
Awards Committee: vacant	Arisia Audit Fund: Ben Levy
Grant Committee: Brendan Quinn (chair) Drea Brandford Elka Tovah Menkes	Records Task Force: Ben Levy (chair) Ailsa Murphy Kyle Hollingsworth
Committee	Long Range Planning
Corporate Sales Officer: vacant	Kim Van Auken Kyle Hollingsworth Scott Cobb
Corp. Inventory Control Officer: Ken Elwell	Sergeant-at -Fangs: Diva Shuldiner

Membership Roster

Agassi, Aaron (Red Shirt)	Amshey, Christopher (Red Shirt)
Bazemore, Rob	Bordzol, Beatrice
Brandford, Drea	Campanella, Scott
Cantor, Dave A.	Chinsen-Lee, Tsuilian (Red Shirt)
Chused, Amy	Coapstick, Clara (Red Shirt)
Cobb, Scott	Cooper, Brian
Ellis, Marshall	Fallon, Kevin
Fish, Tom	Flynn, George
Goodwin, Glen	Gratun, Adam
Herda, Joel	Hollingsworth, Kyle
Jordan, Jeff	Kahn, Walter
Kent, Allan	Labonville, Zanne
Levy, Benjamin	McCormack, Patrick
McCormic, Keith	Menkes, Elka Tovah
Moore, Richard (Red Shirt)	Moore, Roberta (Red Sh irt)
Morris, Skip	Murphy, Ailsa
Murphy, Tom (Red Shirt)	Quinn, Brendan
Robison, Mary	Rosenberg, Noel
Rosenburg, Diane	Saroff, Matthew
Savoia, Kara	Selkirk, Paul
Shectman, Nicholas	Shuldiner, Cris
Silverman, Rachel	Van Auken, Kimberly
Vandenberg, Pat	

Membership/Subscription Info

Subscriptions to Mentor of Arisia are included in Corporate membership to Arisia, Incorporated. Membership runs from September 1st to August 31st and costs \$24.00. Dues are pro-rated on a monthly basis for members joining during the year.

September	\$24	March	\$12
October	\$22	April	\$10
November	\$20	May	\$08
December	\$18	June	\$06