



MENTOR OF ARISIA

Issue 38

January 1994

(AND NOW A WORD FROM OUR SPONSOR:)

Executive Board Meeting December 5, 1993

The meeting was called to order by the President,
A. Joseph Ross, at 1:30 p.m.

In Attendance: A. Joseph Ross, President; Nicholas Shectman, Vice-President; Allan Kent, Treasurer; Edward Dooley, Clerk; Jim Belfiore, ConChair '94; Sheila Oranch, ConChair '95; **also present:** Zack Brown, David Fassett, George Flynn, Noel Rosenberg, Pat Vandenberg

The minutes were approved as published.

The first matter discussed was the question revolving around who would officially receive **INSTANT MESSAGE** NESFA's newsletter. It had been previously decided that Jim Belfiore would keep the copy that we receive as at the time of that decision Jim had been the only E-Board Member who did not officially receive that publication. It was now pointed out that both the present vice-president and clerk did not receive **INSTANT MESSAGE**. It was felt that it was most important for the clerk to receive this publication in order to check various items such as our meeting schedule against NESFA's and call it to the memberships attention in the event we in advertently attempt to schedule against a previously schedule meeting or event. It was therefore **VOTED AS POLICY:**

That the Clerk shall receive INSTANT MESSAGE, and make it available to the E-Board or its members on request.

This item passed unanimously.

It was again mentioned that we could begin paying NESFA for use of their facility. The president

CONVENTION CORNER:

- 1/21/94 ARISIA '94: Boston MA
- 2/18/94 BOSKONE XXXI: Framingham MA
- 2/18/94 COSTUME CON 12: Santa Clara CA
- 3/11/94 BASH: Braintree MA
- 3/18/94 LUNACON 37: Rye Brook, NY
- 4/1/94 BALCON 28: Baltimore MD
- 7/1/94 WESTERCON 47: Los Angeles CA
- 7/8/94 READERCON 7: Worcester MA
- 7/8/94 COSTUME COLLEGE 1994: Altadena CA
- 7/15/94 DRAGONCON '94: Atlanta GA
- 9/1/94 CONADIAN 1994: Winnipeg, Manitoba,
CANADA

**ADDITIONS TO THIS POSTING
SHOULD BE PRESENTED TO THE
CLERK AS SOON AS POSSIBLE**

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ConChair '95

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Articles, comments, and items for *Mentor* should be submitted to the Clerk at the address shown above.

People are requested to use their discretion when calling the officers listed above, especially at their places of employment.

For up-to-date information by computer/modem, call Arisia BBS: 617/364-1576 or 617/364-3343.

mentioned it to his counterpart in NESFA, and Allan stated it was his intention to send a check to NESFA (\$30 per meeting) with a letter explaining what we were doing, and asking if the amount was acceptable. The check would cover more than one meeting. The E-Board voted and approved this action unanimously.

The president mentioned that he was considering **Marshall Ellis** to fill the vacancy in Corporate Merchandising. Marshall had submitted his regrets to Joe that he be un able to attend this months meeting as he was going out of town on business. The president decided that, as this year's ConCom seemed to be handling the matter of the Team Arisia T-Shirt, and the shirt the convention would be selling internally, the matter was not urgently pressing.

However, he did want the position filled so that matters such as the bag idea and other such ideas might be developed. Joe decided that for the time being he would put off the decision and continue the urging the membership to consider the idea and hope more people would step forward and volunteer.

The president questioned the clerk on the

incompleteness of the roster. Joe asked Ed if he might not print all the names and address of the corporate membership including the members who had **not** returned the member survey and waiver.

Ed answered that he felt it was unwise to just publish information without attempting to officially verify the data. The clerk reminded the president that it was his (the clerk's) responsibility, under the bylaws, to maintain the roster and be responsible for its accuracy, and that the roster would be published in the MARCH, JUNE, and SEPTEMBER issues of *MENTOR* (as a member only supplement).

The president informed the clerk that he felt that his (the clerk's) interpretation might be a bit more strict than it has to be. Both in the past and in other organizations similar to our own no such scrutiny was raised over printing the membership roster. The president asked the clerk to consider printing the complete roster at the next printing. Especially as most of the omitted names were as much a matter of public record (as they are already disclosed in the ConCom roster and readily available).

The president went on to inquire the status of last year's comp membership (for ARISIA '94 at '93). The treasurer replied that the matter, as far as he knows, has been taken care of (by the prereg staff of '94), with the only possible exception being Technical. Allan was going to check.

The matter was raised that **Arisia** has no policy on E-Mail (other than we collect member's e-mail address on a voluntary basis). It was pointed out, that Jeff Jordon's Bulletin Board, **Tangent BBS**, is operated by him, and is not Arisia's. The vice-president explained that there were certain "mailing lists" on the board. Each list operates under its own charter, and that charter tells how they will operate.

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The four present mailing lists available are **FOPS, CRACKPOT, INFO, and STAFF**. Of these four **INFO** and **STAFF** see the heaviest traffic. Phi noted that it was easy to make new lists, and while it would be possible to duplicate the operation of Jeff's board off ARISIA's board, we should not replace it with our own. The major advantages of Jeff's operation are the various gateways that his board has. The ARISIA board does not have this benefit.

It was suggested that, if the ARISIA machine had INTERNET access, it might be an added benefit to corporate members. The question was raised of extending this to cross-access to other SF Groups, and whether it might be possible to set up internal accounts via our machine for members. It was decided that if accounts were possible, they should be for corporate members only, in order to possibly entice concom and others to become corporate members.

The situation of new contracts for the **Boston Park Plaza** was raised. At present we have pending contracts for 1995, 1996, 1997, and 1998. A question was raised that either 1997 or 1998 were years in which we could not book the holiday weekend. Martin Luther King weekend was previously booked. The clerk stated that he believed it was previously noted that the year was 1997 which we would have this problem.

However, not having the holiday weekend for that particular year is not a major disaster. The weekend prior to the holiday is closer to the historical holiday (Jan. 15) date, and while we would not have the possible day off after the convention (for some members & attendees), it should not provide a major hassle.

The contract is basically the same with the room rate being slightly higher. It was noted that our initial rate was terrific only because we had a very dull weekend initially. Our reputation with the hotel appears to be okay. Our inconvenience with some decisions with the hotel has been to a communication problem. Our agreements are with the higher management. Lower management appears to have been not aware of many of the finer details, and as such have been quoting us standard policy. A quick letter to our contacts and a few phone calls have corrected this matter.

A question was raised by the clerk if any information on the lingering rumor that the hotel may not be around after 1998. Pat Vandenberg, Hotel Liaison, answered that she had discussed the matter with her contacts and had been taken on a tour of the fifth and sixth floor-- which were being heavily remodeled (new wiring,

sprinkler system, vaulted ceilings, etc.). In addition several major overhauls, such as a new heating system, have already been done. Pat assured the board and those present that the work being done was such that any rumors that the hotel might not be around after 1998 were just rumor and should be ignored.

The **Boston Park Plaza** is going to be around for a long time, and they like us!

Sheila Oranch, ConChair '95, said she was reviewing Allan's spending and figures that Ed had pulled out of past issues of **MENTOR**, and Phi's spread sheet. She was still working on pulling together a first draft of her budget for ARISIA '95.

Sheila stated that she would like to set the **at con rates** at:

- \$25.00 for adults
- \$15.00 for Fans of the Future
- \$20.00 for Fastrack

with these rates being held until BOSKONE XXXI at which point they would increase.

Sheila announced that she had asked, and received confirmation from her guest of honor. It was her pleasure to announce:

C. J. Cherryh as Guest of Honor.
Jael as Artist Guest of Honor.

The board asked if there was an initial requisition of funds to be presented at this time. Sheila stated there was. The Chairman of '95 stated she would like to produce, for the attending members of '94, and a few others (publisher's, various organizations), a photocard of one of JAEL's pieces embossed with ARISIA '95 in one corner. One the back of this card would be the initial flyer information, and registration detail which could be photocopied and returned to us. The object of this was that attendees would obtain a high quality piece of art, which they could bring the following year and have personally autographed by the Artist Guest Of Honor.

The cost for this was estimated at \$2000.

The E-Board found the figure hard to justify considering that no budget was presently before them. Sheila replied that she would prefer something high quality that everyone would get as opposed to high quantity. She further stated that she expected to produce various flyers and purchase mailing lists from various magazines to obtain a more regional sampling of people who would

be likely to want to come to Arisia. Her initial statistics indicated that most of our attendees are either return customers, or have heard of us by word of mouth.

The Board still found the initial expenditure a bit high, and therefore voted to make **no** recommendation to the membership.

The final bit of business was to decide to recommend to the membership that the **JANUARY 8th (THIS IS A SATURDAY)** meeting be held at Brandeis in Waltham at the **USDAN STUDENT CENTER** upstairs from the radio station. The clerk was asked to contact Suli Isaac to verify that the meeting place was confirmed. If this location could not serve, Pat and Allan volunteered the use of their home again.

The E-Board adjourned at 2:40 p.m.

(GETTING DOWN TO BUSINESS:)

CORPORATE MEETING December 5, 1993

In Attendance: Ted Atwood, Rob Bazemore, Jim Belfiore, Zack Brown, Ed Dooley, Mark Dulcey, David Fassett, George Flynn, Sheri Kaplowitz, Allan Kent, Zanne Labonville, Benjamin Levy, Sheila Oranch, Noel Rosenberg, A. Joseph Ross, Nicholas Sheckman, Pat Vandenberg

[ALL MEMBERS SHOULD REMEMBER IT IS THEIR RESPONSIBILITY TO CHECK OFF THEIR NAME ON THE ATTENDANCE LIST SO THAT IT IS RECORDED AND COUNTED IN THE MINUTES OF THE MEETING. FAILURE TO DO SO MAY UNJUSTLY JEOPARDIZE YOUR MEMBERSHIP STANDING.]

The meeting was called to order at 3:00 pm.

The following corrections were noted to the minutes:

The date of the meeting was **November 6** and various typos.

It was approved to approve (no typo) the minute as corrected by a voice vote.

(FROM THE DESK OF "EL SUPREMO"...)

President's Report:

A. Joseph Ross reporting:

The president reported that he was holding off appointing someone to the position of Corporate Merchandising. Marshall Ellis appears to have volunteered to fill the vacancy left by Walter Kahn, however Joe was looking for more volunteers and had not yet closed the candidate search (**This is an important appointment**).

Vice-President's Report/ GRANT COMMITTEE/ COMPUTER NEEDS COMMITTEE:

Nicholas Sheckman reporting:

The vice president reported that there were two computers up on the net. **Tangent.Arisia.Org** and **Arisia.Org**. It was also announced that a computer was now available for the clerk also (**HURRAY!**). It was mentioned that the Grant committee has a new application (which they had not had time to review yet).

Treasurer's Report/ BUDGET COMMITTEE:

Allan Kent reporting:

The treasurer reported that the interim report did not include today's items. The art show appears to have received more income than they projected in their budget. Pre-reg appears to be slightly over budget with their income as well.

**Clerk's Report/
DATABASE COMMITTEE:**

Edward Dooley reporting:

Clerk's Report:

There are now 46 more days to ARISIA 94.

Everyone should remember to sign the attendance sheet. Persons joining the organization today before the end of the meeting, the membership rate is \$ 18. Persons joining after the conclusion of today's meeting the rate is \$ 16.

Everyone should remember that it IS corporate policy to submit reports, motions, etc, in WRITING to insure accurate reporting in MENTOR.

A request for information concerning the organization and its activities was requested by Sheri Kaplowitz of FTP Software. FTP Software sometimes selects worthy charities and/or organization and grants donations to them. Ms. Kaplowitz noted that several members, past and present were ARISIA members and wished more information to determine if we qualified. The clerk submitted a letter explaining some of the activities of the organization, and also attached a copy of our Articles of Organization to the letter as our mission statement.

DATABASE COMMITTEE:

The committee has not formally met since October as certain members were engaged in work for other committees. It has been reported to me that a new copy of the missing ISAM file has been obtained, and the data from the old registration database should be retrievable now and uploaded into the new application shell shortly. Work has begun on converting the preexisting Program Division applications. The chairman is still waiting for system information from other areas (ART SHOW, CLERK, EVENTS SCHEDULING, etc). Art Show has provided us with a copy of their work data to play with, but has not provided us with any specifications.

Please submit your requests soon. The chairman is thinking of a February date as a development deadline, but can be convinced not to impose one.

(...TO THOSE BEHIND THE LENS.)

COMMITTEE REPORTS:

ConCom '94:

Jim Belfiore reporting:

[Sheila Oranch made the actual report-Jim had to leave shortly after the meeting commenced as his house was having problems--heavy downpour remember?] The prereg packet was in its final stages. Data was in pagemaker format ready for proofing. When proofed for errors it would be printed and sent. (An initial folding of the packet was done at the hotel walk through on the twelveth--to be continued and completed at the concom on the fourteenth--ed.)

The registration data had been zipped and zapped by Andrew Pollock and was scheduled to be downloaded to Bill Powers within 48 hours. Labels of the prereg were to be printed and it was hoped that the prereg mailing would go out on Thursday (the ninth). It was announced that the program book is not behind schedule. December 20th was the target date for dropping it off at the printer.

As of this time we have no write ups on Spider and Jeanne.

ConCom '95:

Sheila Oranch reporting:

Sheila announced that C. J. Cherryh had accepted her invitation to be Guest Of Honor at ARISIA '95, and JAEL had accepted her invitation of Artist Guest Of Honor. No Fan Guest Of Honor had been selected at this time.

An initial \$2000 was requested by ConCom '95 in the E-board meeting in order to produce a give-away art card to the members of ARISIA '94 promoting ARISIA '95. Sheila stated that she would prefer to initially do a high quality freebie for the attending fans rather than flyers. As the ConChair for '95 put it, "I'd rather do quality than quantity," as it appears that we plan to send

mailings out several times a year (in addition to the flyers put out at conventions) several times a year, but usually don't. Sheila's proposal was to spend up to \$2000 on the art card as the first promotional item to be distributed at ARISIA '94. The remainder of the stock left over would then be used to promote the convention to publishers, book stores, and other organizations.

No guarantees could be given that the card would generate any returns.

A flock of questions followed.

- o How would the card be distributed to guarantee everyone got one?
- : At ARISIA '94 the card would be part of the attendees' registration package.

- o How would people be able to register for ARISIA '95 with the card?
- : Convention information would be printed on the reverse side which could be photocopied and enlarged.

- o How would ARISIA '95 do fundraising?
- : Through merchandising.

- o What about using flyers?
- : Flyers would be probably used, but the money will be spent differently than has been in the past.

One member asked how the E-Board felt on the proposal.

PHI: The vice president felt that the money being asked for was a significant amount and was not comfortable with it. He saw a trend toward developing glitzy items, and a move toward developing a larger scale convention set up.

ED: The clerk said go for it, and referred to the corporate Bylaws. Arisia was set up to be innovative and encourage new ideas. He preferred this approach to the past goals of planning on several mailings but doing far fewer than planned.

ALLAN: The treasurer noted it was a high price item, and wished that there was some way to cut the price. The treasurer suggested that Sheila might wish to look into half-tones in order to reduce the price.

JOE: The president liked the idea, but agreed with the treasurer that it was expensive. Especially as it appeared to be a stand alone item, and not a line item in a budget. It was, Joe noted, a new idea, but also noted that there had been no warning that it was coming, either to the membership or the E-Board. The president made the statement that it might be more acceptable if it was part of a balanced budget with the appropriate cuts in various areas.

It was discussed that more information was needed, and that Sheila would work with the clerk in order to flesh out and get further details to the E-Board. The proposal was amended to authorize the spending if the E-Board so approves of the \$2000 expenditure.

The proposal as amended was voted on and approved by a voice vote.

VOTED: To set the rates for ARISIA '95 for sale at ARISIA '94 through BOSKONE XXXI to 2/20/94 to be set at:

- \$25 for Adults
- \$15 for Fans of the Future (ages 1 to 7)
- \$20 for Fastrack (ages 8-12)

by a voice vote.

LONG RANGE PLANING:

Pat Vandenberg reporting:

No report. Next meeting of LRP at 7 p.m. on December 16th. Two items on the agenda for this meeting. Input and design on the ARISIA '94 survey, and the completion of the '93 survey results coalition. Anyone who wants to help should speak with Pat Vandenberg at the ConCom on 12/14.

Corporate Departments:

Corporate Benefits:

Sheila Oranch reporting:

No Report.

Corporate Merchandising:

Nick Sheckman reporting (interim):

Phi reported that 15 T-Shirts were destroyed somewhere in the vicinity of Poughkeepsie. While returning from PhilCon the car he was travelling in was in an accident-no injuries, however the car now appears to be among the undriveable missing. We were assured that it was a long story, but persons who had information concerning accident procedure volunteered information which Phi seemed happy about.

(AND HERE BE DRAGONS...)

OLD BUSINESS:

It was pointed out by the clerk that no vote was taken to confirm the dates recommended to the membership for the future meetings. It was noted that the February meeting was scheduled for the week-end before BOSKONE XXXI and the NESFA clubhouse might not be available.

VOTED: To approve the dates, as published, by a voice vote.

VOTED: To approve **BRANDEIS** in Waltham as the site of the January 8th meeting dependent on being able to schedule a room with our contact at Brandeis--the clerk would confirm prior to MENTOR's publishing, the alternate site of Pat and Allan's in Arlington was offered. This item was approved by a voice vote.

SPECIAL NOTE: BRANDEIS IS THE SITE FOR

THE JANUARY 8th MEETING AT THE USDEN STUDENT CENTER. ABOVE MAILMAN AND ACROSS FROM THE CASTLE. SEE DETAIL MAP IN THIS ISSUE--CLERK.

The following items were made permanent corporate policy by voice vote:

VOTED: As corporate policy, that the following process be observed when selecting a convention chairman:

- o **The identity of the candidates would be public knowledge.**
- o **When there is more than one candidate, each candidate will be interviewed.**
- o **The selection process will start no later than April, and allow the membership to vote to confirm the E-Board's appointment in July. (POINT OF INFORMATION: The E-Board selects the ConChair so to avoid a popular vote. The E-Board is suppose to use their judgement, when making their selection, and be able to substantiate their decision if questioned by the membership.)**
- o **The resumes of all candidates will be published in the Corporate Newsletter MENTOR.**

VOTED: As corporate policy, to require people with budgetary authority to keep track of their budget balances in consultation with the treasurer.

VOTED: As corporate policy, that the Executive Board be authorize to approve merchandise prices.

VOTED: As corporate policy, to authorize the Executive Board to approve ad rates for progress reports, newsletters, and video program. Such rates must exceed marginal costs.

VOTED: As corporate policy, to set Group Discounts as follows:

10-14 memberships	5%
15-19 memberships	10%
20-29 memberships	15%
30+ memberships	20%

Discounts require one check, and one contact person who must submit all names of the group members, to be purchased and submitted no later than six weeks before the con, or at the end of pre-reg; whichever being the earlier.

VOTED: As corporate policy, to allow each ConChair to pick the Guests of Honor for that convention.

VOTED: To set the following Dealer's Rates for tables:

First table:	\$ 60
Second table:	\$ 120
Third table:	\$ 180
Dealers' Row (if offered)	\$ 60

There will be a limit of 3 tables per dealer, unless space allows otherwise, at ConCom discretion. Dealers must provide a brief description of merchandise to be sold, a complete address and phone number, and full payment to be considered registered. Each person working at a dealer's table **must** be a convention member. At least one convention membership must be purchased for each dealer's row room, if such exists.

VOTED: As corporate policy, to accept Art Show Rates as:

1/4 Table or Panel	\$ 5
1/2 Table or Panel	\$ 10
Per Table or Panel	\$ 20
Mail-In Art Fee	\$ 10
Late Fee (after pre-reg cut off)	\$ 10

10% Commission on art sales with a \$50 cap, with the space fee up to the first two tables or panels, space allotment at the discretion of the Art Show Director, deducted from the cap.

Print Shop No Hanging Fee with a 15% commission on all art print sales and no cap.

All of these items were discussed, in detail, and voted on by the membership as permanent corporate policy.

NEW BUSINESS:

[MOTION: To add a line item to the ARISIA '94 budget for \$3000 for production of **CORPORATE MERCHANDISE** with corresponding line under **CORPORATE SALES.**]

ANNOUNCEMENTS:

PS99 in New York has been renamed in honor of Isaac Asimov.

Pat V. wished to thank everyone involved with her impromptu birthday party.

An open meeting of **MCFI** was scheduled for Wednesday, the eighth, at 7:30 p.m. at NESFA. A party was to be held afterward.

An **Ops Division Meeting** was scheduled for Thursday, the ninth at UMass Boston--Room W4170

An **Events Division Meeting** was scheduled for Sunday, the nineteenth at 4 pm.

[Ed D. apologizes to the members of the Program Division who attended the 12/15 meeting at his home in Waltham concerning the omission of the fact that he is owned by a cat. However, as those who suffer did not...]

[The absolute deadline for **MENTOR** submissions is the **THURSDAY** before the press date.]

The meeting adjourned at 4:55 p.m.

(ANOTHER WORD FROM OUR SPONSOR...)

**Executive Board Meeting
December 14, 1993**

The meeting was called to order by the President, **A. Joseph Ross** at 9:45 pm.

In Attendance: A. Joseph Ross, President; Allan Kent, Treasurer; Edward Dooley, Clerk; Jim Belfiore, ConChair '94; Sheila Oranch, ConChair '95 **also present:** (and various members of the '94 ConCom as they drifted in and out)

PROPOSAL:

Date: December 14, 1993

To: ARISIA Inc. Corporate Members & E-board

From: Sheila Oranch, ARISIA '95 ConChair

Re: Proposal for photo-quality postcards as A95 promo items

This proposal supersedes the original to give a photo print as a gift to each attendee at ARISIA '94.

The new proposal is to produce 3000 6x9 postcards with the same art work, a scaled-down flyer on the back, for all costs, including shipping and printing, if pre-paid, at a price of \$800.

One postcard would be given to each attendee with the programbook at ARISIA '94 and the rest would be used as promotional flyers to be sent to C. J. Cherryh, Jael and other guests to conventions and conferences, as well as to be sent to publishers, editor, SFFWA, HWA, etc. with ad rate sheets and invitations to send professional guests.

The matter discussed at this meeting was Sheila's proposal for a color postcard to be printed and distributed in time for ARISIA '94.

The opinions of the officers present were:

Jim Belfiore: Had mixed feelings on the item. Felt

that if color were to be used for a promotion it would be best used on the front of the convention program book.

Allan Kent: General sentiment was that the price quoted was better than the initial \$2000 quote, still would prefer to see the price lower.

A. Joseph Ross: Sheila has satisfied the question of where the money will come out of in the budget by what she intends to do. Joe is satisfied with the proposal.

Ed Dooley: No Comment [So as no one will read anything into my silence, I supported this proposal at the start and still do. To restate my position would be redundant.]

Jim Belfiore: Jim felt confident that Sheila will receive at least 150 to 200 memberships at ARISIA '94. While it might not be what he would do, it was stated by a majority that this item will serve in the long term and serve the membership well.

The **E-Board** voted to approve the expenditure to produce ARISIA '95's first advertisement.

The meeting adjourned at 9:55 pm.

UPCOMING EVENTS:

JANUARY:

1/6/94 **AUTHOR APPEARANCE ARISIA '94 GOH SPIDER AND JEANNE ROBINSON at BORDER'S BOOKSHOP on ROUTE 9 WEST IN FRAMINGHAM (JUST BEYOND SHOPPER'S WORLD) AT 7:30 PM.**

1/8/94 **ARISIA CORPORATE MEETING at 2 p.m. at Brandeis - Usden Student Center. THIS IS A SATURDAY MEETING.**

1/20/94 **Move In and Set up at the BOSTON PARK PLAZA HOTEL AND CASTLE for ARISIA '94**

1/21/94 **ARISIA '94 through 1/24/94 at the BOSTON PARK PLAZA AND CASTLE**

1/24/94 **Tear down and Move Out at the BOSTON PARK PLAZA HOTEL AND CASTLE for**

ARISIA '94

1/31/94 MENTOR #39 PRESS DATE

FEBRUARY:

2/13/94 ARISIA CORPORATE MEETING at 2 p.m.
--location to be announced.

2/18/94 BOSKONE 31 through 2/20/94 at the
Sheraton Tara, Framingham

2/20/94 MENTOR #40 PRESS DATE

MARCH:

3/5/94 ARISIA CORPORATE MEETING at 2 p.m.
--location to be announced.

NOTE: THIS IS A SATURDAY MEETING

3/11/94 THE BASH

3/18/94 LUNACON 37

3/28/94 MENTOR #41 PRESS DATE

APRIL:

4/1/94 BALTICON 28

4/10/94 ARISIA CORPORATE MEETING at 2 p.m.
--location to be announced.

NOTICE: Candidates For Convention
Chairman for ARISIA '96 **MUST** be submitted
this month.

MAY:

5/2/94 MENTOR #42 PRESS DATE

5/15/94 ARISIA CORPORATE MEETING at 2 p.m.
--location to be announced.

5/30/94 MENTOR #43 PRESS DATE

JUNE:

6/12/94 ARISIA CORPORATE MEETING at 2 p.m.
--location to be announced.

Please notify the CLERK of any upcoming events or meetings which should go into

this schedule.

Thank you.

RE: Daddy, Just What Does A Corporate Officer Do Anyway?

Submitted by: Ed Dooley

3.2.D

The clerk shall keep the minutes of the meetings on the Membership and of the Executive Board and maintain the records of the Corporation, other than financial records, but including the membership roster and attendance records. The clerk shall inform the members of corporate activities, including publishing and distributing the monthly corporate newsletter and all other notices not otherwise assigned. The clerk shall be responsible for all necessary filing with the office of the State Secretary. The clerk shall affix and authenticate the Seal of the Corporation as directed by the Membership or by the Executive Board. The clerk shall chair meetings in the absence of the president, the vice president, and the treasurer.

--from Section 3.2 paragraph D of the Arisia Corporate Bylaws.

Just what does this mean?

I decided this month that I would take a real hard look a my job description for two reasons. The first, is because I am not quite sure that the entire membership realizes just what our corporate officers do, reviewing the hordes of people who demanded to be elected or appointed to a corporate position may bear me out. The second, with the flyers and addendum going into this issue I was ending on an even number of pages and that always makes photocopying interesting.

During the interim, when I first got suckered into this job by various people, I read and reviewed certain items within the corporate records. Unfortunately, being an account reconciler by training, this means I have an eye for certain detail. (Unfortunately, spelling and proper grammar is not part of that, but as I always say, I'm an bookkeeper, NOT an english teacher!) Part of my research led to being saddled with heading up the development of the application systems of the corporate database. Something I really did not desire, however, as

a fair amount of our data is tied up in the database, the clerk has an obligation to see that that information is accurate and correct. Through the efforts of several persons within this organization, I am satisfied that the database is fairly clean (or will be shortly).

However, as the corporation's unofficial minister of truth and propaganda, I sometimes see trends developing that may not serve the best interests of the corporation, and I feel obligated to raise my voice to call it to the Membership's attention. Your attention please.

As some persons might have noticed, the past roster that was generated had some holes in it. The why of it was quite simple. Some people could not be bothered to take less than five minutes, fill out a survey, and return it. Real tough.

However, rather than focus on the true problem, why people were not returning the surveys, the corporation decided to glide over the subject and strongly urge that the missing data be "filled in". The reasoning was simple. "This is how it has always been done." "This is how other organizations do it." "Most of the information is already public information." "You (the clerk) should not make a big deal out of it."

Excuse me?

Part of this job, as stated in the bylaws, is to "maintain the records of the Corporation, other than financial records, but including the membership roster and attendance records." This does not leave me much of an alternative. However, I did not think that an organization so dedicated to supporting new and innovative ideas of doing things, would have a problem with a sheet of paper. Or would not appreciate the efforts of a duly elected officer of this corporation who was trying to do his job. To those who did fill out the initial survey. Thank you.

While I have the highest respect for our president, I can not agree totally with the idea of just printing people's addresses and phone numbers without their permission. In today's world of freedom of information, we sometimes have little control over who gets what from whom. I have no intention of adding to this feeding frenzy of mailing and phone lists.

Except I have a request from the president to make public the addresses of our membership and present a complete roster to the Membership (schedule for print in Issue 40) pending before me.

Reviewing our actions for the past year, we have been

through a lot. Moving forward from the elections in September of 1992 the corporation as pushed a "CAN DO" attitude which was responsible for ARISIA '93 for being the success it was. We have constantly been fine tuning the policies under which we operate. We've seen major changes in the corporate newsletter. At the same time we had a communications breakdown just when our attention should have been focused elsewhere.

I don't intend to point fingers. I find it rude, and distasteful. I find it equally unacceptable not to take responsibility for actions taken. Something happened. Okay. We fixed it. Must we be constantly be reminded that it happened. And will we be forever hoping we shall never have something go wrong again? (Guess what--IT WILL!)

Attitudes as previously stated, "This is how it has always been done," "This is how other organizations do it," "Most of the information is already public information," and "You (the clerk) should not make a big deal out of it," are unacceptable. Attitudes such as this, promote a certain lack of accountability which can easily trickle down through the organization (The "NOT MY JOB" Syndrome). Certain patterns of operation are just too easy to fall into. We are too quick to find fault.

I think it is time for us to review how we do business in this organization. Anyone care to make a corporate New Year's Resolution?

As to the matter at hand. The president has asked the clerk to "fill in the blanks" as it were in the roster. As it would appear we have a working database application, I should be able to cull the information from 1993's registration file. Addresses will be printed with names, as per our president's request. However, if you really want to make your clerk's life easier. You might notice a copy of the member survey at the end of this issue, and probably the next.

We are all suppose to be literate. Take the hint. But better still, fill in the survey, and pass it in. To those who originally cooperated with this endeavor, thank you, both for originally doing what you were asked and for sitting through this tirade. To those who did not.

DO IT NOW!

Now, if you'll excuse me, I'm going to step down off my high horse before I get a nose bleed. Boy, is it deep down there!

Interim Report on Arisia '94 registration (as of 5 Dec 93)

Price	Number	approx \$
\$25	220 +~10 dealers	\$5,750
\$30	317	\$9,510
\$15 child	7	\$105
\$20 child	5	\$100
\$27 group	16	\$432
\$0 comp worker	94	\$0
\$0 guest	148	\$0
Total	575 paid	\$15,797
	242 comp	(\$6,050 forgone)
	817 total	\$15,797

Interim Report on Income and Cash Position (as of 5 Dec 93)

		Budget Remaining
A'94 Advance Art Show Fees	\$1,105	\$1,095
A'94 Advance Banquet Fees	\$375 (15)	\$2,400
A'94 Advance Dealers Fees	\$1,865	\$775
A'94 Advance Membership Fees	\$14,277 (see above; some checks not yet received; \$1,000 +/- discrepancy)	-\$8,027 precon \$14,473 total
A'94 Misc Income (BPP)	\$7,126	-
A'94 Ads (since 31 Oct)	\$230	-
Cash (3003-)	\$25,993 +/-	
Cash (44-)	\$4,495 +/-	
Cash (414-)	\$1,000 +/-	

arkent

ARISIA '94

IS PROUD TO ANNOUNCE

THAT THEIR GUESTS OF HONOR

SPIDER and JEANNE ROBINSON

WILL BE APPEARING AT

BORDERS BOOK SHOP

85 WORCESTER ROAD

(ROUTE 9)

FRAMINGHAM MA 01701

ON

THURSDAY

JANUARY 6, 1994

AT

7:30 PM

How to get to Brandeis

Because we are so near Boston, we are easily reached by all major forms of transportation

by car

From Route 128 southbound — take Route 30 exit, go straight across Route 30 at traffic lights at top of ramp; street becomes South Street at Weston-Waltham line; proceed across railroad tracks and up hill; campus is on left

From Route 128 northbound — take Route 30 exit, turn left at top of ramp onto Route 30; turn right at traffic lights; proceed across Weston-Waltham line, over railroad tracks; Brandeis is on the left.

From Massachusetts Turnpike eastbound — take Route 128-Route 30 exit, after tollgate, follow signs to Route 30; at top of ramp, left on Route 30, right at lights.

From Massachusetts Turnpike westbound — take Route 30-Weston exit at 128 interchange, after tollgate, proceed straight, right at top of ramp and right at traffic lights; left at next set of lights

All visitors to the campus should stop at the main entrance for a temporary parking permit

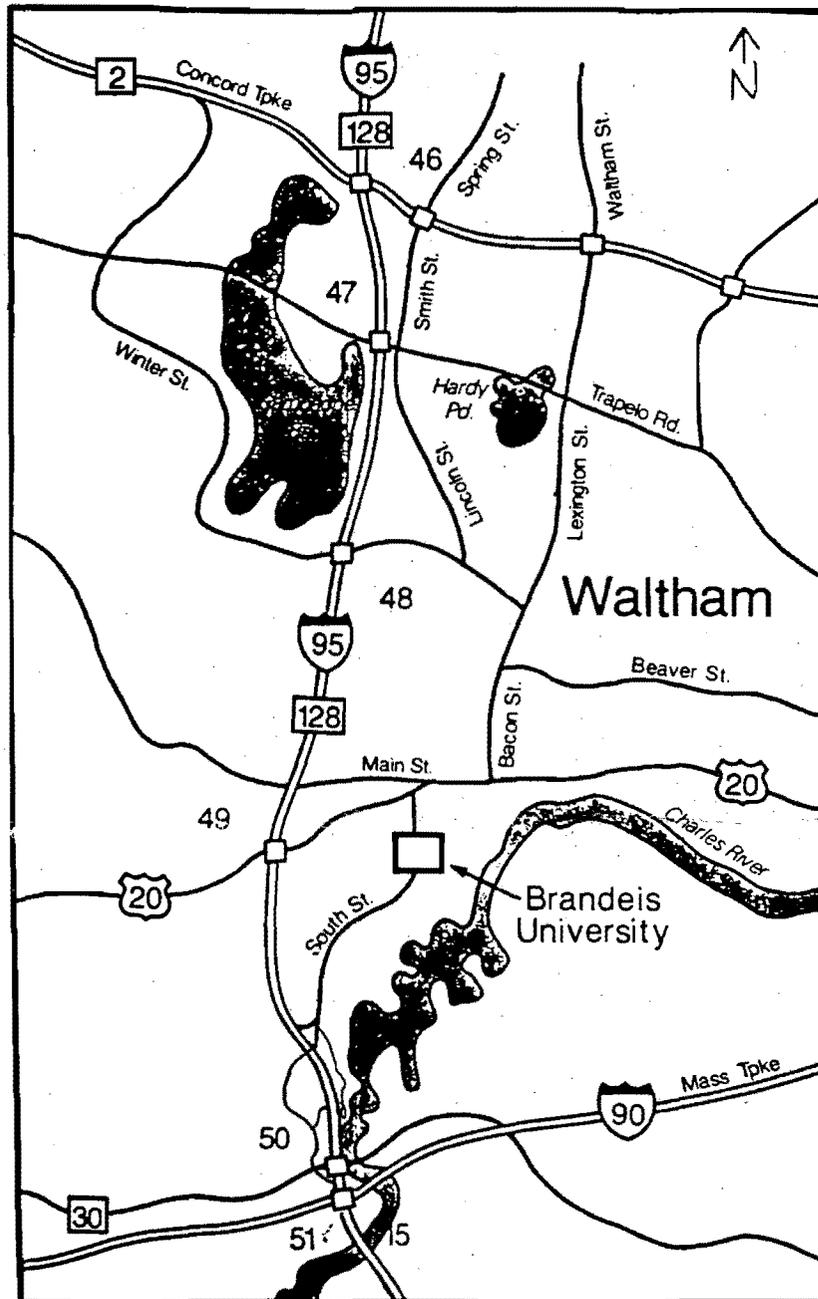
By plane

Logan International Airport is approximately half an hour from campus, by taxi or the public transit system

By train

Amtrak provides express service to Boston's South Station. Local trains, buses and cabs are accessible or the short trip to Waltham

Commuter train service is available from Boston's North Station to the Brandeis/Robens Station which borders the campus



* LOCATIONS = US DAN
UPSTAIRS FROM
RADIO STATION

Back along the
peripheral road
Usdan on left, after castle, or ground
(turn right after
castle)

