



Mentor

The Newsletter of Arisia, Incorporated—Number 191—AUGUST 2011

Notices

The next meeting of Arisia, Inc will be held on Tuesday, August 30 at 7:30pm at the NESFA Clubhouse. The quorum for the May meeting is 9 based on 51% of the average attendance of the last three meetings (19, 15, 16). The budget for Arisia 2012 will be voted on at this meeting.

June 2010 Meeting Minutes

Date, Time, and Place: Meeting called to order by Rick Kovalcik at MIT at 2:20 pm on June 19, 2011.

In Attendance (15 members): Lisa Hertel, Crystal Huff, Allan Kent, Rick Kovalcik, Ben Levy, Ken London, Alan McAvinney, Skip Morris, Tom Murphy, Noel Rosenberg, Cris Shuldiner, Kris Snyder, Mike Sprague, Pat Vandenberg, Conor Walsh (new member)

Proxies: Mary Dumas to Lisa Hertel, Carol London to Ken London, Skip Morris to Tom Murphy (until he arrived), Samantha Dings to Lisa Hertel, Lisa Holsberg to Crystal Huff, Paul Aldred to Crystal Huff, Kim Riek to Alan McAvinney.

Corrections to the minutes: none.

Eboard report (Rick Kovalcik): The Eboard voted to spend \$600+shipping to purchase a new fast-fold frame, legs, and case similar to Vincent, and also to loan the credit card machines to Readercon subject to the usual restrictions.

President: I am appointing Cris Shuldiner, Jill Eastlake, Don Eastlake, and Alex Latzko to the Budget Committee.

Vice President: no report.

Treasurer / Budget Committee (Ben Levy): We have an FY12 budget proposal that was published in Mentor. Rent is a guess because we haven't yet negotiated the rent for next year. *MPU to adopt the budget as printed in Mentor.*

Clerk: The Clerk is biking across the country and so cannot be present. The vice present has offered to take notes in his absence.

A11 (Crystal Huff): Kim and I did more work on the 2011 books. We have two "orphaned" receipts we're working on, and aren't sure whose they are, but one is apparently for trash barrels purchased from Home Depot in 10/2010. We also have a receipt for Staples for \$30. We're not yet ready for closing the 2011 books, but we're getting a lot closer, and Kim is doing an amazing amount of work for us, even before you consider that she's doing it one-handed. So thank you, Kim, in particular.

It is currently looking like we will net between \$10k and \$15k after the corporate expense line item.

A12 (Cris Shuldiner): We are about halfway through room re-allocation, although we are making some assumptions about how the hotel contract adjustments are going to go, which we really need to have nailed down soon. The Division Heads have started looking at the budget. Paul Aldred agreed to be Member Services Division Head, so I now have a full slate of Division Heads.

A12 Treasurer: no report.

A13: no report.

Art Show Equipment committee (Tom Murphy): The committee has reviewed what we have, and what we need. *MPU to allocate \$5,500 for capital equipment purchase to expand the art show equipment, including more pegboard, IMC, Kee-Klamps, light strands, & 2 roadcases.*

CIC (Rick Kovalcik): Stuff went to Balticon and came back. Storage is in need of decrufting. Persis donated a number of bean bags to Arisia and those are now in storage. Stuff (mostly fast-folds) will most likely be going to Reno as well.

Comps committee: We have meetings scheduled.

Grant committee: no report.

Honors committee: no report.

IT committee: no report.

LRP committee: not present. No report.

Relaxacon committee (Crystal Huff): We sold 31 adult weekend memberships, 8 Saturday only, and 3 child memberships. We brought in \$825 and we spent \$698, so we netted \$127. This was in part the result of doing a pot luck on Friday night, which a number of people were not expecting despite it being in the announcements, as well as some great planning by Ian Rose and the Olympians, who ran a fantastic kitchen. Many people donated unexpected bacon, so we ended up with bacon at every meal. Jill donated some knitting and crocheting supplies for use by the attendees, which a number of folks were happy to try out and have fun with.

Relaxacon Search committee (Lisa Hertel): We got 25 people who completed our survey. Newport was the top vote getter, but was quickly deemed to expensive, followed by Provincetown, and the south coast of Maine. We ended up looking at Ogunquit, which is a little bit over the NH state line. There is an Amtrak Downeaster stop about 15 minutes away by car in Wells, with fairly decent service to the area. It is about 1h 45m on the train.

Provincetown is accessible by driving out to the end of the Cape, or taking the Ferry from Boston. Both are similar touristy towns.

In Provincetown, the option is the Provincetown Inn and Resort: currently available all weekends in May 2012 rooms at \$89-\$119 per night (depending on room size) Rental of Captains Suite \$219 (complete kitchen suite with seating room and outdoor deck access, comfortable for up to 40, beds can be removed for other seating for a fee) any F&B in suite is our own doing, no corkage fee. Use of another room (Fore&Aft or Trawler) free with 20 room rentals Use of another room (Porch, Harbor View A or B, Alfredos) free with 20 room rentals and one catered meal

In Ogunquit, there are 3 options:

One hotel, the Seacoast, has a house called Bokeelia Cottage, right on Rte 1. It has a ramp and plenty of room. Unfortunately, the hotel itself is a mile away, but there are plenty of other hotels nearby. The cottage itself is \$700. http://www.ogunquit4rent.com/Bokeelia_Cottage.html

Another hotel, the Sea Chambers, has an apartment, but we'd have to rent the adjoining room to make it accessible. Their rates are \$99-\$162, plus \$189/night for the apartment, making our weekend expense (including the adjoining room) about \$650, with tax. It is right on the beach, about 2-3 blocks from the center of town. <http://www.seachambers.com/rooms.cfm>

The third hotel, The Marginal Way House, is just barely big enough, but that may be a good thing. It, too, is on the beach, only a couple of blocks from town. However, they don't have our usual weekend--we'd be stuck with the first weekend in May, which is likely to be cold. On the plus side, they have rooms as low as \$49 (to \$102/nt), and the apartment is only \$118/night, for a net cost of about \$250 for the weekend. Alas, it has limited handicapped accessibility, but they seem willing to work with us. (They said it was a small step.) The place seems family-owned, and they seem to have a sense of humor. <http://marginalwayhouse.com/Site/Home.html>

The committee recommends them in the orders of Provincetown Inn, Marginal Way, Sea Chambers, Seacoast/Bokeelia Cottage.

It is the sense of those present that if we have to pay for the common space, the corporation should pick up all (75%) or part (25%) of the cost.

The meeting then went into the Committee of the Whole to further discuss the options.

Coming out of the Committee of the Whole, the following motion was made:

MPU to direct the Relaxacon Search Committee to gather more information, including whether the Provincetown Inn is available in June and what is the best rates they can do, and if possible square footage of the available consuite options, and to direct the Executive Board to make the best selection possible, which may include going back to Dennisport.

Old Business: none.

New Business:

MPU (Levy, Shuldiner) to amend the budget to correct that the Rent is actually \$850/\$875 per month, and that the Mailbox is paid through 2/2012.

Lisa Hertel presented the following motion for the Executive Board review:

MOVED to establish policy that there be an internal audit of each treasurer within 6 months of the close of his or her fiscal year or term. (If the same person is convention treasurer 2 years in a row, the close of the con's books is equivalent to the close of the fiscal year.) This audit will be performed by the a budget committee. An audit consists of the committee looking over the books generally, and doing a random sampling (about 10%) of transactions for accuracy. The results of the audit will be reported out to the corporation.

The Executive Board had some recommendations that the number of transactions to be reviewed be capped, and that the treasurer who is being audited participate only to provide information.

A proposal was made to appoint a committee to try these guidelines out and report back.

The Executive Board will take further discussion of this proposal to the corp list.

Announcements:

Janet Johnston of Plum Island (and local convention participant) has the lead story in the current issue of Analog.

The next Arisia 12 Con Com will be held at the NESFA Clubhouse (See <http://corp.arisia.org/directions> or <http://www.nesfa.org/clubhouse/> for directions) at 7 PM on Tuesday, June 28th.

Meeting adjourned.

July 2011 Meeting Minutes

Date, Time, and Place: Meeting called to order by Rick Kovalcik at Chez Wood at 2:30 pm on July 24, 2011.

In Attendance (16 members): David D'Antonio, Mary Dumas, Jill Eastlake, Lisa Hertel, Allan Kent, Rick Kovalcik, Ben Levy, Ken London, Craig McDonough (non-member), Sean McDonough (non-member), Tom Murphy, Lia Olsburg, Noel Rosenberg, Sharon Sbarsky, Mike Sprague, Rachel Stark (non-member), Kris Synder, Persis Thorndike, Pat Vandenberg

Proxies: Carol London to Ken London.

Corrections to the minutes: Not published.

Eboard (Rick Kovalcik): We voted to loan some equipment to Reno. *MPU to purchase skirting for the two fast-folds for Main Tent at \$388/ea. + shipping.*

The Eboard has reviewed the proposed audit process, and come up with the following motion:

MOVED, as a trial for 2011, that there be internal audits of the current corporate treasurer's books (FY 2010-2011) and current (2011) convention treasurer's books. The audits are to begin after the Annual meeting and are to be completed within six months. The audits shall be performed by the Budget Committee with the proviso that the person responsible for the books being audited shall take part only to answer questions from other members of the committee. The audits shall take place using the audit rules in section 2.6 of the NESFA Standing Rules as of July 24, 2011 [reproduced below] as guidelines where possible. Besides reporting the results of the audit to the corporate membership, the Budget Committee should also report on the continued suitability of the NESFA audit rules and any other recommendations it sees fit.

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[For reference, not part of the motion:

* 2.6 Internal Audit

* 2.6(1)E Auditing subcommittees of the Finance Committee shall examine the books of the NESFA Treasurer and of each Boskone Treasurer, as required by Section 5.10 of the By-Laws. They may enlist the services of any other Member in this examination. The examination shall be to determine if:

- o a) the books and accounts are being kept accurately;
- o b) the books and accounts are being kept in accordance with generally accepted accounting procedures (as modified by NESFA's traditions);
- o c) the Treasurer has followed NESFA's rules and procedures in the conduct of his office.

The auditing subcommittee is encouraged to make suggestions for the improvement of treasury procedures, but, except as provided in the By-Laws, has no authority over the Treasurer.

[11/83, with the task of auditing assigned to the Rules Committee; while the Rules Committee was charged with this duty by the By-Laws in 11/79, through 1983 no such audit had actually been made. In 4/92 the job was transferred to the Finance Committee, which displayed much more enthusiasm for it.]

* 2.6(2)E AUDITING PROCEDURES [11/83]

o (a) Purpose: The purpose of auditing is to determine whether or not the financial records and reports of the Corporation accurately reflect what actually happened.

o (b) Tests: The tests to be performed shall include the following, supplemented by such additional tests as the auditing subcommittee feels are required to clearly assess the accuracy of the records and reports being audited:

+ 1) Reports: Do reports which have been issued, particularly any final or overall report covering the period being audited, accurately reflect the books? Any such final or overall report shall be compared directly with the books, and a sample of other reports shall be checked.

+ 2) Balance: If the books are double-entry, do they balance?

+ 3) Reconciliation: For an institutional depository or similar account which is reflected in the books, can the statements of the institution be reconciled with the books? This test may be by examination of one or more recent reconciliations, or by attempt by the auditing subcommittee to perform a reconciliation, for each such account.

+ 4) Sample Auditing: Are expense reports, income reports, cancelled checks, and similar documents consistent with reality and properly reflected in the books? This test shall be performed by selecting a random sample of each type of document or transaction, determining that it is properly reflected in the books, and determining that it probably reflects reality -- by, for example, checking receipts attached to expense reports and checking with the person apparently originating a report. The minimum sample size shall be as follows:

| | | | |
|-----------------|-----|------|-------|
| No of Documents | 1-2 | 3-39 | 40-up |
| Minimum Sample | all | 3 | 4 |

If any documents are found that are clearly at variance with the books or reality, a larger sample of documents of that type will be audited to allow a reasonable estimation of how widespread the problem is.

+ 5) Review of Disbursements: For all asset accounts, examine the bank statements (or equivalent) to find all disbursements above \$900 and an appropriate sampling of those which are smaller, including all disbursements to Officers. Have they been correctly entered into the books? Is the purpose for which they were made properly documented? [8/04]

o (c) Reports: If the books being audited are double-entry, and all tests enumerated above (with such additional tests as the auditing subcommittee may apply) indicate that the books accurately reflect reality, the auditing subcommittee shall issue a report substantially as follows:

"An auditing subcommittee of the Finance Committee has audited the financial records and reports of _____ as of _____ and covering transactions occurring from _____ through _____. While it was not feasible to verify every item in these records, a number of internal and external auditing tests were performed, including all of those required by the Standing Rules, and the auditing subcommittee is confident that these financial records and reports are an accurate reflection of what actually happened."

If the conditions for issuing such a report can not all be met, an appropriately qualified or modified report shall be issued. If possible, problems to be mentioned in such a report should be discussed with the Treasurer and other persons responsible for the books being audited before the report is issued. The goal of such a report is to convey to the Membership the auditing subcommittee's opinion of the degree to which the financial records and reports reflect what actually happened and the level of confidence the auditing subcommittee has in this opinion. As a general rule, such reports should avoid comments on the performance of individuals.]

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MOVED: to allow the Clerk to make grammar correction to the motion. [Corrections are reflected above. -Acting Clerk]

MOTION PASSES unanimously

MAIN MOTION also PASSES unanimously as amended.

President: I am appointing Buzz Harris to run the Student Art Contest.

Vice President: no report.

Treasurer / Budget Committee (Ben Levy): For the past fiscal year, 2010-2011, we were under budget for expenses by nearly \$4,000. But we spent \$13,000 outside of the budget on Grants, Capital Equipment, etc.

Clerk: The Clerk is still biking across the country and so cannot be present. The vice present has offered to take notes in his absence.

A11: Not present. Kim is working on closing the books.

A12 (Cris Shuldiner, in email): I can't make the meeting today.

We are targeting the August 30th meeting for approval of the 2012 budget. We have completed space allocation. The major items is that we are moving the Con Suite and volunteer lounge into the Galleria along with Alley, Dealers, and Artshow. We are also moving the Green Room into the Executive Boardroom with Hale as Prep. Dance Tent moves to Commonwealth and Gaming and Small Tent move into Harbor II/III.

At this point, the plan is NOT to have a Dealer's Row.

A12 Treasurer: Not present. No report.

A13: Not present. No report.

Art Show Equipment committee (Tom Murphy): Thanks to Lisa Hertel, Allan Kent, Ellen Blackburn & Cat Mead, we had a mostly successful work session yesterday at Artisan's Asylum cutting wood to build additional art show carts. The images on the website are currently just pretty pictures and need to be revised, as the plywood we bought was actually 15/32" rather than 1/2" thick. I am working on updated diagrams.

CIC (Rick Kovalcik): Stuff will be going to Reno soon.

Comps committee: We had a meeting, and hope to have a motion to bring forward at the August Meeting. The comps committee also notes that the corporate policies do not reflect all the comp policy changes to date that are scattered across various Mentors.

Grant committee: no report.

Honors committee: no report.

IT committee: no report.

LRP committee: no report.

Relaxacon Search (Rick Kovalchik, for the Eboard): After much discussion, and thanking the Committee for their work, the Eboard decided that the most viable alternative to Dennisport, the Provincetown Inn, was still not suitable as the space was too small. As a result, the Eboard decided to sign

for one more year for the same space at the Corsair and Cross Rip. I called the Corsair and Crossrip back on Monday and confirmed for the same house (Commodore's) as last time at the same rates (\$94 / \$99). The Eboard also feels that we should start now looking at options for 2013.

Old Business: none.

New Business:

MPU to set the October meeting to Tuesday, October 18, 2011 @ 7:30pm @ Chez Wood.

Announcements:

PiCon will be held August 26-28, 2011 in Enfield, CT. Check out <http://www.pi-con.org> . Room Block closes August 10.

The next Corporate meeting is Tuesday, August 30, 2011 @ NESFA.

The Annual meeting will be held Sunday, September 25, 2011 @ MIT Building 66. Note that this is NOT the usual third Sunday.

The next Arisia '12 Concom meeting will be held at the Westin Boston Waterfront on Sunday, September 11th, time and room TBD. It was noted that there is a Boskone meeting at 1pm and a NESFA meeting at 2pm.

Meeting adjourned at 3:10pm.

Executive Board

| | |
|---|---|
| President Rick Kovalcik 19 Chesley Rd Newton Centre, MA 02459 president@arisia.org | Arisia 2011 ConChair Crystal Huff PO Box 400928 Cambridge, MA 02140 chair11@arisia.org |
| Vice President Noel Rosenberg 21 Village Lane Berlin, MA 01503-1709 vp@arisia.org | Arisia 2011 Treasurer Kim Riek 275 Medford St #2 Somerville, MA 02143 treasury@arisia.org |
| Treasurer Ben Levy 47 Brown St Andover, MA 01810 treasurer@arisia.org | Arisia 2012 ConChair Cris Shuldiner 9 Jeremy Hill Rd Pelham, NH 03076 chair@arisia.org |
| Clerk Nicholas "phi" Sheckman 75 Lexington Ave Somerville, MA 02144 clerk@arisia.org | Arisia 2012 Treasurer Alan McAvinney 52 Elm St Somerville, MA 02143 treasury@arisia.org |
| | Arisia 2013 ConChair Rachel Silber 59 Orient Ave Melrose, MA 02176-3222 Chair13@arisia.org |

Proposed Arisia 2012 Convention Budget

| Income Summary | A11 (projected) | A11 Actual | Expected A11 Numbers | A12 Budgeted |
|-----------------------|-----------------|------------------|----------------------|-----------------|
| Advertising | \$1,064 | \$975 | | \$1,000 |
| Art Show | \$3,096 | \$3,644 | | \$3,200 |
| Banquet | \$2,800 | \$2,030 | | \$1,200 |
| Dealers | \$8,600 | \$8,000 | | \$7,000 |
| Alley | | \$400 | | |
| Readercon sponsorship | | \$300 | | |
| Registration | | | | |
| PreReg @ 35 | \$455 | \$455 | 13 | |
| PreReg @ 40 | \$9,160 | \$10,600 | 229 | |
| PreReg @ 50 | \$23,000 | \$23,100 | 460 | |
| PreReg @ 60 | \$16,560 | \$24,960 | 276 | |
| PreReg @ 25 | \$6,600 | \$6,450 | 264 | |
| Student @ 25 | \$6,625 | \$8,700 | 265 | |
| At Door Full @ 60 | \$13,500 | \$11,570 | 225 | |
| At Door Other | | | | |
| Income | \$6,400 | | 200 | |
| Comps | \$0 | | 700 | |
| Total Reg | \$82,300 | | | \$82,300 |
| Income Total | \$97,860 | \$101,184 | | \$94,700 |

| Expense Category | Subcategory | Last Year Budget | A12 Budget | Division Totals |
|---------------------------|--------------------|------------------|------------|-----------------|
| Corporate | | \$10,745 | \$11,000 | |
| | | \$10,745 | | \$11,000 |
| Con Chair | Admin | \$150 | \$150 | |
| | Contingency | \$1,750 | \$3,000 | |
| | | \$1,900 | | \$3,150 |
| Events | Admin | \$50 | \$50 | |
| | Anime | \$0 | \$0 | |
| | Event #1 | \$200 | \$200 | |
| | Event #2 | \$200 | \$200 | |
| | Event #3 | \$200 | \$200 | |
| | Event #4 | \$200 | \$200 | |
| | Event #5 | \$200 | \$200 | |
| | Gaming | \$0 | \$0 | |
| | Masquerade | \$200 | \$200 | |
| | Dance Musicians | \$400 | \$400 | |
| | Arisia TV Shipping | \$0 | \$0 | |
| | | \$1,650 | | \$1,650 |
| Exhibits - General | Anime | \$250 | \$250 | |
| | Film Rentals | \$3,000 | \$3,000 | |
| | Film Shipping | \$1,000 | \$1,000 | |
| | Video | \$250 | \$250 | |
| | Films Van Rental | \$400 | \$400 | |
| | Video MPLC | \$400 | \$400 | |
| | Drape from Albany | \$200 | \$200 | |
| | | \$5,500 | | \$5,500 |

| Expense Category | Subcategory | Last Year Budget | A12 Budget | Division Totals |
|----------------------------|-------------------------|------------------|------------|-----------------|
| Exhibits - Art Show | Admin | \$150 | \$150 | |
| | Returns on Mailer | \$0 | \$0 | |
| | | \$150 | | \$150 |
| Exhibits - Dealers | Admin | \$50 | \$50 | |
| | | \$50 | | \$50 |
| GoH Liason | Admin | \$25 | \$25 | |
| | Gifts | \$240 | \$250 | |
| | Artist Food | \$400 | \$400 | |
| | Artist Shipping | \$0 | \$500 | |
| | Artist Travel | \$200 | \$400 | |
| | Music Food | \$500 | \$0 | |
| | Music Shipping | \$0 | \$0 | |
| | Music Travel | \$1,000 | \$0 | |
| | Fan Food | \$200 | \$200 | |
| | Fan Shipping | \$100 | \$100 | |
| | Fan Travel | \$200 | \$200 | |
| | Writer Food | \$300 | \$300 | |
| | Writer Shipping | \$0 | \$300 | |
| | Writer Travel | \$1,000 | \$1,000 | |
| | Webcomic Food | \$500 | \$0 | |
| | Webcomic Shipping | \$0 | \$0 | |
| | Webcomic Travel | \$700 | \$0 | |
| | | \$5,365 | | \$3,675 |
| Hotel | Hotel Admin | \$100 | \$100 | |
| | Furniture removal | \$200 | \$250 | |
| | Tips Cash | \$1,000 | \$2,500 | |
| | Tips Gift | \$300 | \$300 | |
| | Hotel Rooms | \$3,120 | \$3,125 | |
| | Shuttle Bus | \$0 | \$0 | |
| | Masquerade Green Room | \$0 | \$0 | |
| | Ice | \$200 | \$200 | |
| | Readings | \$0 | \$0 | |
| | Dances | \$0 | \$0 | |
| | | | | |
| Hotel - Food | Filk Refreshments | \$586 | \$600 | |
| | Art Show Reception | \$2,400 | \$2,400 | |
| | Cash Bar | \$496 | \$450 | |
| | Event 1 | \$400 | \$400 | |
| | Event 2 | \$400 | \$400 | |
| | Event 3 | \$400 | \$400 | |
| | Event 4 | \$400 | \$400 | |
| | Banquet | \$5,000 | \$2,500 | |
| | Breakfast Serials | \$0 | \$0 | |
| | CBS Awards | \$1,500 | \$0 | |
| | Ops Food | \$1,200 | \$0 | |
| | Volunteer Lounge Food | \$1,200 | \$0 | |
| | Other Food (from hotel) | \$0 | \$0 | |
| | | | | |
| Hotel - Electric | Main Tent Power | \$0 | \$1,700 | |
| | Dance Tent Power | \$0 | \$1,050 | |
| | Films Power | \$0 | \$325 | |

| Expense Category | Subcategory | Last Year Budget | A12 Budget | Division Totals |
|------------------------------------|---------------------------|------------------|------------|-----------------|
| | Arisia TV (VLAN) 1 day | \$0 | \$1,300 | |
| | Internet Lines | \$250 | \$500 | |
| | Galleria | \$0 | \$800 | |
| | <i>Electric Credit</i> | \$0 | -\$5,200 | |
| | | \$18,902 | | \$14,500 |
| Marketing | Business Cards | \$55 | \$50 | |
| | Admin | \$50 | \$50 | |
| | Advertising | \$700 | \$700 | |
| | Campus Marketing | \$0 | \$0 | |
| | Flyer/Press Kit postage | \$0 | \$0 | |
| | MBTA Advertisin | \$1,500 | \$0 | |
| | Mass Mailer | \$2,120 | \$2,125 | |
| | NCOA | \$120 | \$125 | |
| | Bulk Mail Permit | \$190 | \$200 | |
| | Parties | \$1,200 | \$1,200 | |
| | | \$4,735 | | \$4,450 |
| Member Services - Access | Supplies | \$115 | \$125 | |
| | CART (closed captioning) | \$2,000 | \$2,000 | |
| | ASL | \$1,000 | \$1,000 | |
| | Tactile Supplies | \$100 | \$100 | |
| | Large Print Program | \$0 | \$0 | |
| Member Service - Childcare | Food | \$150 | \$150 | |
| | Salaries | \$2,500 | \$2,500 | |
| | Supplies | \$50 | \$50 | |
| Member Services - Coatcheck | Admin | \$0 | \$0 | |
| Member Services - Info Desk | Admin | \$0 | \$0 | |
| Member Services - Food | Beverage Purchase | \$1,000 | \$1,000 | |
| | Con suite | \$3,630 | \$3,625 | |
| | Program/events green room | \$1,760 | \$1,750 | |
| | Party Seed | \$0 | \$0 | |
| | Staff den food & Supplies | \$3,000 | \$3,000 | |
| | Thursday Night Event | \$400 | \$400 | |
| | | \$15,305 | | \$15,700 |
| Operations - Volunteers | Ducks | \$200 | \$200 | |
| Operations - General | Admin | \$350 | \$350 | |
| | Communications | \$0 | \$0 | |
| Operations - Logistics | Food | \$200 | \$200 | |
| | Gas/tolls | \$300 | \$300 | |
| | Truck Rental | \$750 | \$1,000 | |
| | Labor Ready | \$300 | \$300 | |
| Operations - Massage Den | Supplies | \$300 | \$300 | |
| Operations - Security | Supplies | \$100 | \$100 | |
| | Art Show Security | \$0 | \$2,100 | |
| Operations - Ribbons | Ribbons | \$800 | \$800 | |
| Operations - Sign Shop | Supplies | \$200 | \$200 | |
| | Toner | \$100 | \$100 | |
| | Elevator Signs | \$0 | \$0 | |
| | | \$3,600 | | \$5,950 |

| Expense Category | Subcategory | Last Year Budget | A12 Budget | Division Totals |
|-----------------------|------------------------|------------------|--------------|-----------------|
| Programming | Admin | \$350 | \$350 | |
| | AV | \$50 | \$50 | |
| | OPS | \$100 | \$100 | |
| | Packets | \$100 | \$100 | |
| | Table Tents | \$75 | \$75 | |
| | Thank Yous | \$50 | \$50 | |
| | Fast Track Supplies | \$100 | \$100 | |
| | Chain Mail Tools | \$0 | \$0 | |
| | Workshop Supplies | \$150 | \$150 | |
| | | | \$975 | |
| Publications | Admin | \$50 | \$50 | |
| | Ad Solicitation | \$400 | \$400 | |
| | At Con Newsletter | \$300 | \$300 | |
| | Pocket Program | \$4,100 | \$4,100 | |
| | Souvenir Book | \$6,830 | \$7,200 | |
| | Restaurant Guide | \$800 | \$800 | |
| | Tshirts (staff) | \$2,888 | \$2,900 | |
| | | \$15,368 | | \$15,750 |
| Tech | Scaffolding | \$405 | \$400 | |
| | ClearComm | \$200 | \$200 | |
| | Food | \$250 | \$250 | |
| | Lighting | \$3,000 | \$3,000 | |
| | Sound | \$500 | \$350 | |
| | Supplies | \$100 | \$100 | |
| | Masq Video | \$300 | \$600 | |
| | Masq Video Supplies | \$50 | \$75 | |
| | Masq Video Shipping | \$50 | \$75 | |
| | Video Projector Rental | \$1,200 | \$1,200 | |
| | | \$6,055 | | \$6,250 |
| Treasury | Admin | \$100 | \$100 | |
| | Am Ex | \$0 | \$0 | |
| | MC/Visa | \$1,650 | \$1,650 | |
| | Bank Fees - | \$0 | \$0 | |
| | Paypal | \$1,650 | \$1,650 | |
| | Refunds | \$100 | \$100 | |
| | ASCAP/BMI fees | \$300 | \$300 | |
| | | \$3,800 | | \$3,800 |
| Registration | Badges | \$1,679 | \$1,800 | |
| | Forms | \$0 | \$0 | |
| | | \$1,679 | | \$1,800 |
| Total Income | | \$97,860 | \$94,700 | |
| Total Expenses | | \$95,779 | \$94,350 | |
| Net | | \$2,081 | \$350 | |

Mentor Subscription Information

Subscription to *Mentor of Arisia* is included with Corporate Membership to Arisia, Incorporated. Membership runs from September 1st to August 31st and costs \$24. 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 |
| January | \$16 | July | \$04 |
| February | \$14 | August | \$02 |

Committees List

| | |
|---|--|
| Budget Committee: Ben Levy (chair), Kim Riek, Cris Shuldiner, Jill Eastlake, Don Eastlake, and Alex Latzko | Honors Committee: Nicholas Sheckman (chair) |
| Grant Committee: Noel Rosenberg (chair), Samantha Dings, Rachel Silber, Mike Sprague, David D'Antonio | Comps Committee: Kris Snyder (chair), Samantha Dings, David D'Antonio, Lisa Hertel, Crystal Huff, Skip Morris, Mary Dumas, Mike Sprague |
| Relaxacon Search Committee: Samantha Dings (chair), Mary Dumas, Lisa Hertel. | Inventory Control Committee: Rick Kovalcik (chair), Lia Olsborg, Skip Morris, hobbit, Lisa Hertel |
| IT Committee: Alex Latzko (chair), Noel Rosenberg. | Long Range Planning Committee: Jill Eastlake (chair) |

Key List

If you do not have a key to storage and need to get into storage, send mail to keys@arisia.org and all keyholders will get your request.

| Key | Holder | Key | Holder |
|-----|------------------|-----|-----------------------|
| 1 | lost | 14 | Lisa Hertel |
| 2 | Alex Latzko | 15 | Ben Levy |
| 3 | Skip Morris | 16 | Lia Olsborg |
| 4 | lost | 17 | Lisa Holsberg |
| 5 | Skip Morris | 18 | Dave Belfer-Shevett |
| 6 | Phi | 19 | MERV |
| 7 | Michael Bergman | 20 | Crystal Huff |
| 8 | Rick Kovalcik | 21 | Jill Eastlake |
| 9 | lost | 22 | Noel Rosenberg |
| 10 | Hobbit | 23 | Michael Trachtenberg |
| 11 | Landlord | 24 | Dan Noe |
| 12 | lost | 25 | Rick Kovalcik (spare) |
| 13 | Persis Thorndike | 26 | Rick Kovalcik (spare) |