



Mentor

The Newsletter of Arisia, Incorporated—Number 195—JANUARY 2012

Notices

The next meeting of Arisia, Inc will be held on Sunday, January 15 at 5:30pm in the Quincy room at the Westin Boston Waterfront. The quorum for the January meeting is 10 based on 51% of the average attendance of the last three meetings (20, 20, 17).

December 2011 Meeting Minutes

Date, Time, and Place: Meeting called to order by Crystal Huff at 7:32 pm on December 13 at the NESFA clubhouse.

In attendance (17 members): Andrea Carney, Emily Coombs, Mary Dumas, Lisa Hertel, Crystal Huff, Alex Latzko, Michael Leuchtenburg, Ben Levy, Alan McAviney, Skip Morris, Tom Murphy, Danielle Reese, J. J. Reesecox (nonmember), Noel Rosenberg, Nicholas Shectman, Cris Shuldiner, Rachel Silber, and Conor Walsh.

Proxies: Bridget Boyle to Alex Latzko, David D'Antonio to Mary Dumas, Lisa Holsberg to Emily Coombs, Rick Kovalcik to Andrea Carney, Lia Olsborg to Rachel Silber, Peter Olszowka to Michael Leuchtenberg, Kris Snyder to Rachel Silber, Mike Sprague to Alan McAviney, Julia Suggs to Conor Walsh, and Persis Thorndike to Ben Levy. (Carol London sent in a proxy to Ken London, but Ken was not present to hold it).

Later in the meeting: Noel Rosenberg to Cris Shuldiner

Corrections to the minutes:

1. At the October meeting, rather than withdrawing it as reported, Merv moved to take the motion off the table and immediately dispose of the question by allowing it to drop to the floor, where it would be drawn, quartered, and buried in salt-sown graves in the four corners of the room.
2. The November motion to increase the cap also specified that the cap does not include one-day memberships for other days.
3. The October minutes list Readercon's January 8 meeting as being at the Watertown Library, but it will actually be at the Burlington Marriott.

Minutes approved as amended.

Eboard (Crystal Huff): we voted to approve the two grant proposals.

President (Rick Kovalcik, by email): Sorry I can't be there as I'm in Brazil.

Over the last couple of weeks, I signed and returned the overflow hotel contracts for Arisia 2012 with the Hilton and Embassy Suites at Logan Airport.

We are continuing to investigate renewing our lease for Arisia Storage as well as alternative options nearby.

I'm appointing Tom Murphy to head the Arisia 2013 Student Art Contest. I'm appointing Skip Morris to the IT Committee. I'm appointing Rachel Silber to the Hotel Search Committee. I'm appointing Ken London to the Honors Committee.

Vice President: no report.

Treasurer (Ben Levy): we have money. There was a minor typo in the September and October reports printed in Mentor.

Clerk: no report.

A12 (Cris Shuldiner): Rick has already reported that we have overflow hotels. One with a signed contract and one we are still waiting to get back the signed contract from. *Moved to approve the budget amendment as printed as Mentor. Amended (Morris, friendly) to allow the \$1700 to be spent on any external facing publication. Motion PASSES unanimously.* We have 1230 members as of yesterday. Last year's number at the same time was 1156.

A12 treasury: no report.

A13 (Rachel Silber): There will be a con. The Arisia 2012 debrief will be Saturday, Feb 4 in the big lecture hall on the first floor of MIT building 66. I plan to start at 1:30 but will confirm that time closer to the date.

Art Show Capital Equipment Committee (Tom Murphy): We have delivered and filled three new road cases and lots of refurbished and new light strands. I have light bulbs to test out. I found and replaced some missing and broken equipment, and bought a few tools. A detailed report is in email [and will appear in Mentor]. The mess I made while assembling the lights has now been cleaned up. The donated freezer has been much cleaned up, but is still not clean enough for food. (There is much rejoicing.) A full report is printed below.

Audit committee (Ben Levy): We're hibernating until after the convention.

CIC: not present.

Comps: no report.

Honors (Nicholas Shectman): We have a get well card for Badger for interested members to sign.

Hotel Search (Noel Rosenberg): We will begin shortly after Arisia, probably in February, to sort out 2014 and after, and an overflow hotel for 2013.

IT: nothing new.

LRP (Mary Dumas): We are going to put together a questionnaire for the attendees of Arisia 2012. We'll run that past the eboard before handing it out. It will be available at the convention.

Student Art Contest 2012 (Noel Rosenberg reporting for Buzz Harris): SAC has entries trickling in, and some bounces from the mailing since the mailing list has not been updated since 2004. We have updated the list so that next year we will not have this problem.

Relaxacon: not present. It will be at the same location, the first weekend in June.

Privacy Policy (Tom Murphy): The Privacy Policy Committee has deliberated and returns the following recommendation: To set as Policy of the Corporation—**PRIVACY POLICY:**

(1) This Privacy Policy applies to ARISIA, Incorporated, and all functions directly and solely sponsored by ARISIA, Incorporated; hereafter referred to as "ARISIA."

(i) This includes but is not limited to the annual Arisia Convention.

(2) ARISIA may collect personally identifying information in order to create, manage, or enhance our relationship with our corporate & convention members and web site users.

(i) This includes, but is not limited to, names, postal mail addresses, phone numbers and/or email addresses.

(3) ARISIA shall not sell personal identifying information to any party.

(4) ARISIA shall not share personal identifying information that it collects with unaffiliated third parties without the express consent of the individual.

(a) Affiliated third parties are those organizations used by or who provide services to ARISIA and/or the events it sponsors in order to perform its functions; or, as required by Federal, State, County or Local laws.

(i) This includes, but is not limited to, the Commonwealth of Massachusetts, Registration Services Providers, Bulk Mail House Service Providers, Hotel and Housing Services, Transportation services.

(b) Non-governmental third parties accepting data from ARISIA, for ARISIA's benefit or their own, are required to agree to keep the personal identifying information confidential under a policy substantially similar to this Privacy Policy.

M (Rosenberg) to change "personal identifying" to "personally identifying" throughout accepted as friendly. It is clarified that a single consent may apply to multiple sharing events. M (Reese, Dumas) to amend by adding (5) In circumstances under which Arisia collects credit card information, we do not share this information except as required to process the transaction. M (Morris, Latzko) to call the amendment FAILS. M (Shectman, friendly) to replace by substitution to add section 2(ii) reading "This does not include credit card information, which is covered by PCI compliance." Amendment passes. M (Shuldiner, friendly, actually made earlier but considered out of order) to move the phrase "or, as required by Federal, State, County or Local laws" up from 4(a) to (4). Skip asks: Is this new policy compatible with the questions that have been on the registration forms forever. Yes. What effect does this motion have on the practice of hiring a printer to spray our address data on the mass mailer. It requires them not to share our database with random other people. Does it change how

we share with other conventions? Not for registration data, but it may change it for Art Show or other info not collected at registration. M (Shuldiner, Dumas) to call the question passes. MAIN MOTION passes. Merv points out that the Commonwealth of Massachusetts does define the combination of a first initial and last name and any of three other pieces of information including credit card information to be personally identifying information. M (Murphy, Levy) to overrule the chair's ruling not to recognize Skip Morris at this time (as no motion is active and we are still in reports) FAILS.

Grant Committee (Crystal Huff): Crystal turns over the chair to Ben during her report as Grant Committee.

We have have two proposals approved by the grant committee and the eboard. *The first grant proposal* is from the J V Fletcher library in Westford, MA for \$3000, \$1500 for children's materials and \$1500 for young adult materials, *approved unanimously*. *The second grant proposal* is from the Clarion West writers workshop, for \$1900 to support their reading series. They will list us as a cosponsor of the series and put our logo on their materials and website. *Approved unanimously*.

Two of the librarians from the J V Fletcher library will be at the convention.

Old business: none.

New business:

MSPU (Murphy, chorus) to strike the words "the Commonwealth of Massachusetts," from section 4(i) of the just passed policy.

MS (Shectman, Morris) to authorize the eboard to spend up to \$10,000 in funds for emergency crowd control and staffing supplement. MSP (Shuldiner, Murphy) to refer to Long Range Planning.

MSPU (Shuldiner, Latzko) to adjourn at 9:12 PM.

Announcements:

Kim Riek is out of surgery and doing well.

Crystal was asked to be program div head for LoneStarCon 3 and declined, but encourages everyone to keep an eye on future Worldcon bids.

Tom Murphy has a new job.

Art Show Capital Equipment Committee Report

It's been a few months.

I asked for \$5500.00 to replace missing equipment and additionally expand the art show's inventory of heavy equipment.

One of the first things I did was purchase 46 sheets of pegboard, and had them cut in 4 pieces, for a total of 184 new panels. Lowes can't count, or decided to throw in one extra in case one got cut badly; we got 188 out of the order. Some edges are a little rough from being jerked through the saw; but that's what happens when you let someone else do the cutting. Considering the losses of pegboard between A'10 and A'11, and the authorized disposal of all the white-painted pegboard,

the inventory now stands at 300 sheets of peg-100 per roadcase.

The project called for the construction of two additional blue roadcases. For the budget allotted, we built three. Much thanks to Lisa Hertel, Allan Kent, Ellen Blackburn, Cat Jackson & Christine O'Connell for help sawing lumber and assembling the roadcases. Also thanks to Lisa Hertel for her help measuring the existing roadcases & brainstorming ideas to improve the roadcases. At Lisa Hertel's request, two of these roadcases were designed with bottom-hinging doors to allow easier access to the bottom of the roadcases.

We bought 28 pieces of IMC and a proper IMC cutter with extra blades. We cut 17 to 99"; added to 119 for a total of 136 in stock. We cut 11 twice at 51"; added to 88 for a total of 110 in stock. The various stubs were added to the inventory on the little gun cart; the threaded inline connectors were added to the pile. Thanks go to Rickland & Rex Powell & Rex's friend Emily for help cutting the IMC.

We bought more kee-klamps. We have new buckets to hold the kee-klamps. There are 8 buckets, with the kee-klamps distributed such that no one bucket should be terribly heavy. These buckets are in one of the roadcases (the one without the doors).

We got some specialty kee-klamps. These will allow us to set up some lamp stands to light tables.

We rehabilitated all of the old lamp cords. Basically, if it was defective, it was remedied; if it was loose, it got tightened. We built new lamp cords: 4 strands with 4 fixtures; 4 strands with

2 fixtures; 8 with one fixture (intended to light tables, but can be used to light vertical art as well), and 2 with 2 fixtures (separated by about a foot and a half; intended to light tables, but, with ... improvisation, can light vertical art as well). All lamp cords fit in 1.5 roadcases. Thanks again to Rickland, Rex & Emily for help assembling the new lamp cords.

We all hate the poorly cut blister packs. We got rid of 'em. I spent about \$115ish on 9"x5"x5" corrugated cardboard boxes and poly-fiber batting; the bulbs fit very nicely in the boxes in the roadcases (the poly-fiber batting isn't cut to the boxes yet; we'll do that at-con). This expense was not expected when I asked for a budget earlier this year.

I bought two PAR-38 LED lamps with a color value of 3000K, just to see how they'd work. This expense was not expected when I asked for a budget earlier this year.

During Arisia '11, we discovered that the safety-floor-covers-for-extension-cords went missing. I bought a 25' roll of the stuff; we'll cut and mark it at-con.

I bought a wire-cutting and -stripping tool to replace one that was broken in the line of duty. I bought a new ratcheting tie-down to replace one on a peg board roadcase which is smashed into a very painful and barely functioning state. I also bought 3 more 1/4" hex bits on 3/8" and 1/4" socket drives; now every ratcheting socket driver in the toolbag has a bit to drive the set-screws in the kee-klamps. These expenses were not expected when I asked for a budget earlier this year.

To date, I have spent \$4982.67 of an approved \$5500.00 budget; even with some unexpected expenses, we are under

Expense Report Number	Expense Report Totals	Road Case Budget	Pegboard Budget	Kee-Klump Budget	Lamp Cord "Cord" budget	Lamp Cord "Box" budget	IMC Budget	Light Bulbs	Light Bulb Boxes	Tools	Budget Category Total / Checksum
Road Case 1	\$538.76	\$44.26	\$494.50								\$538.76
Road Case 2	\$510.15	\$510.15									\$510.15
Road Case 3	\$564.29	\$424.39					\$139.90				\$564.29
Road Case 4	\$127.00	\$127.00									\$127.00
Road Case 5	\$188.29	\$188.29									\$188.29
Kee Klamps 6	\$1,457.97			\$1,457.97							\$1,457.97
Lamp Hardware 7	\$683.50					\$439.79	\$243.71				\$683.50
Lamp Cord 8	\$550.31				\$521.75	\$28.56					\$550.31
Light Bulb Box 9	\$103.75								\$103.75		\$103.75
Various Lamps 10	\$258.65	\$19.72				\$141.50		\$49.98	\$9.99	\$37.46	\$258.65
Category Totals	\$4,982.67	\$1,313.81	\$494.50	\$1,457.97	\$521.75	\$609.85	\$383.61	\$49.98	\$113.74	\$37.46	\$4,982.67
expected budgets:	\$5,500.00	\$1,350.00	\$675.00	\$1,600.00	\$350.00	\$925.00	\$600.00	\$0.00	\$0.00	\$0.00	\$5,500.00
below (over) budget:	\$517.33	\$36.19	\$180.50	\$142.03	(\$171.75)	\$315.15	\$216.39	(\$49.98)	(\$113.74)	(\$37.46)	\$517.33
					lamps net:	\$143.40					9.41%

budget by \$517.33, or about 9.4%.

Due to an error on my part, we built 18 new lamp cords, expecting 72 bulbs to work, without budgeting any money for bulbs. For Arisia '12, we will be borrowing at least 60 bulbs from NESFA. We are currently in discussions with several knowledgeable folk on how to best fill this lack. Several options exist; for example, for about \$400, we can buy about 60 bulbs from the Home Depot for \$13.47 / two pack (and these are the same model as what we already have, but newer); another option is, if we act before 29 December, we can relamp the entire show with new, brighter-but-otherwise-identically-specified-to-what-we-already-have bulbs for about \$400 by buying 3-packs from BJs for \$7.21 each after instant rebate. I also have the inside sales manager at NorthEast Electrical Distributors exploring the possibility of a pro-pack or contractor-pack of CFL bulbs within the specifications under discussion (no data yet). Examples of our current bulbs, the New Home Depot bulbs, the BJs Bulbs, and the LED bulb are in boxes in storage, marked on the bulbs, and can be tested for quality of light on art at the convenience of those with eyes that are more discriminating than mine.

Depending on how things go with light bulbs, I would appreciate retaining spending authority for the remaining budget. A detailed chart of the spending appears on the previous page

The current inventory and loan-out / receive-back checklists are available as a googledoc at the following address:
https://docs.google.com/document/d/1KZTUAbwbtbZVbThvDbr5QqKav1WgAjAid5UccQXjZfi/edit?authkey=CJiYt7AM&hl=en_US

Some time in the next 6 months, I'll write up something with more detail and commentary for conrunner.net. Copies of the images of the plans to build the roadcases are in several hands. But I start a new job tomorrow, and I need to get to bed now.

For the Art Show Capital Equipment Committee,

Merv

Key List

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

Key	Holder	Key	Holder
1	Lost	16	Lia Olsborg
2	Alex Latzko	17	Lisa Holsberg
3	Skip Morris	18	Dave Shevett
4	Lost	19	MERV
5	Skip Morris	20	Crystal Huff
6	Phi	21	Jill Eastlake
7	Michael Bergman	22	Noel Rosenberg
8	Rick Kovalcik	23	Michael Trachtenberg
9	Lost	24	Dan Noe
10	Hobbit	25	David Shaw
11	Landlord	26	Rachel Silber
12	Lost	27	Peter Olszowka
13	Persis Thorndike	28	Skip Morris
14	Lisa Hertel	29	Skip Morris
15	Ben Levy		

Committees List

Budget Committee: Ben Levy (chair), Jill Eastlake, Alex Latzko, Alan McAvinney, Kim Riek, and Cris Shuldiner	Inventory Control Committee: Rick Kovalcik (chair), Steve Huff, Tom Murphy, Lia Olsborg, Skip Morris, hobbit, Lisa Hertel
Grant Committee: Crystal Huff (chair), David D'Antonio, Samantha Dings, Mike Sprague	IT Committee: Alex Latzko (chair), Ben Levy, Skip Morris, Noel Rosenberg, Nicholas Sheckman.
Honors Committee: Nicholas Sheckman (chair), Samantha Dings, Ken London	Hotel Search Committee: Noel Rosenberg, Samantha Dings, Rachel Silber
Student Art Contest Committee: Tom Murphy (chair)	Privacy Policy Committee: Tom Murphy (head), Lisa Hertel, Ken London, Rachel Silber
Relaxacon Committee: Abby Noyce and Kris Snyder (coheads)	Long Range Planning Committee: Mary Dumas (chair)

Executive Board

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

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 prorated 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

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«paid»
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Upcoming Events and Meetings

January 13-16, 2012: ARISIA at the Westin Waterfront

Sunday, January 15: Arisia Corporate meeting at 5:30pm in the Quincy room at the Westin Waterfront

Saturday, February 4: Arisia debrief meeting at MIT room 66-110, time TBD

February 17-19, 2012: Boskone at the Westin Waterfront

Monday, February 27: Arisia Corporate meeting at 7:30pm at Rick's house in Newton.

March 16-18, 2012: Vericon at Harvard University

April 6-8, 2012: Anime Boston at the Hynes Convention Center

May 11-14, 2012: Costumecon in Tempe, AZ

May 25-28, 2012: Balticon in Hunt Valley, MD

June 1-3, 2012: Arisia RELAXACON in Dennisport

August 30-September 3, 2012: Worldcon in Chicago, IL