



Mentor

The Newsletter of Arisia, Incorporated—Number 207—JUNE 2013

Notices

The next meeting of Arisia, Inc will be held on Sunday, June 23 at 2:30 pm at MIT building 66. The quorum for this meeting is 10 based on 51% of the average attendance of the last three meetings (15, 26, 15). We will be considering a **corporate budget** and a **convention budget** (both printed herein) at this meeting.

May 2013 Meeting Minutes

Date, Time and Place: Meeting called to order by Rick Kovalcik at 7:32pm on May 16 at the NESFA clubhouse.

Present (15 members): David D'Antonio, Jaime Garmendia, Joel Herda, Rachel Kadel-Garcia, Rick Kovalcik, Ben Levy, Dale Meyer-Curley, Erik J. Meyer-Curley, Lia Olsborg, Sharon Sbarsky, Kris Snyder, Mike Sprague, Janet Stickle, Al "Hobbit" Walker, and Conor Walsh.

Proxies: Bridget Boyle to Conor Walsh, Merv to DDA, Terry Holt to Kris Snyder, Mary Dumas to DDA, Anna Bradley to Conor Walsh, Karen Purcell to Ben Levy, Alex Latzko to Ben Levy, Persis Thorndike to Rick Kovalcik, Janet Stickle to Hobbit, Dash to Jaime Garmendia, Kathryn Kun to Kris Snyder, and Lisa Hertel to Dale Meyer-Curley.

Corrections to the minutes: None.

Eboard (Rick Kovalcik):

MPU to move June meeting from Sunday 16th to Sunday 23rd after ConCom no earlier than 3:30pm.

Eboard notes July and August are set and we should think about September.

President (Rick Kovalcik): Soda and water are available in the fridges. Please put all food trash in the appropriate receptacle. If you feel obligated to leave a donation there is a jar on the head table. Thank you to NESFA for hosting us.

VP (Conor Walsh): We should go back to eboard report. We forgot something.

Eboard (Rick Kovalcik):

We have selected Mike Sprague as the chair of Arisia 2015. *M to confirm this choice* per VI.2.a DDA requests secret ballot. *Motion PASSES* with 17 ayes, 3 nays, 1 "w00t", 1 "sure, why not", 1 "yay Mike".

VP (Conor Walsh): No report.

Treasurer: We have money from Boskone and Chicon deposited for repairing the carts and FedEx. Alex Latzko and Rachel KG have offered to help with the audit.

President (Rick Kovalcik): Jill Eastlake and Kim Riek are removed from Budget Committee; Rachel Kadel-Garcia is added.

Clerk: No report.

A13 (Rachel Silber): No report.

A13 Treasury (Rachel Kadel-Garcia): No report.

DDA asks if all artists are paid. Yes, 1 is unpaid, but that is soon to be fixed.

A14 (Lisa Hertel via email):

Major new appointments: Sharon Sbarsky has been added as the third assistant conchair, in charge of kids, food, and member services. I welcome her experience, which includes many conventions beyond Arisia, to our team. Sharon has been a division head at many Worldcons as well. A few of my div-heads are looking for assistants; please contact them if you're interested.

We have two div-head meetings set to discuss the budget: one in Burlington on Tuesday, May 28th at 7:30pm, and the other on Monday, June 10th. I am looking for a venue for the meeting on the 10th. We will also be dissecting the budget at the Relaxacon. The budget will be available for Mentor, to be voted on at the July meeting. A link will be published here, to allow corporate members to comment in advance.

Our June concomm is Sunday, June 23rd at 1pm, at MIT. We are still waiting on the hotel for fall dates.

Rick adds that the Eboard is talking to Lisa about moving the budget discussion away from the July meeting.

A14 Treasury (Rachel Kadel-Garcia): No report.

Budget Committee (Ben Levy): I hope to have a budget at the June meeting.

CIC (Rick Kovalcik): Some small progress on getting radios back from Big Apple Ponycon, but they're not back yet.

Grants (Conor Walsh): We have a grant request making its way to us. I am playing phone/email tag and will do better.

Honors (Rick Kovalcik): No report.

Hotel Search (Rick Kovalcik): No report.

Comps (Mike Sprague):

In general this committee was formed due to a perception by some that too many comps memberships for the Arisia convention were being given out. It was felt that this was an increasing trend that was causing a significant negative financial impact upon the convention. The perception was that those members receiving comps were taking up slots in some way that otherwise would have gone to paying attendees.

Is this in fact the case? If so, in what ways can we correct this problem? In practice, at past Arisias, categories of comps have changed from year to year as different Con Chairs and Division Heads have had different requirements for tracking comps. Also, once the categories were chosen the data on those specific comps were seldom, if ever, asked for after con.

The approximate number of comps as of Arisia 2013 is 30% of total registered with an estimated margin of error of $\pm 10\%$. The margin of error is due to several factors. In practice, some comps are often submitted with incomplete information. Ex. Partial or no names, estimated number of comps instead of real numbers etc. At con, as long as a Div Head or Con Chair signs off on it, a comps is entered by Registration.

Consensus:

After evaluating the current policies regarding comps, it was felt that the current requirements for complimentary membership were sufficient. For now, it is believed the convention is receiving significant value from the individuals in exchange for the comps we are giving out. However, in recognition of the concerns brought forth we suggest that the best course of action would be to track comps in a more clear, consistent manner for several years. In this way we can determine the rate of increase in comp memberships, the value the convention is receiving from those comps, and if further action is needed regarding the comps policy. This would be enacted in the following manner:

Comps will be tracked throughout the convention year. This will be done by having Division Heads produce two early estimates of the number of comps needed for their Division in addition to the usual methods of tracking comps (Registration spreadsheet, Zambia).

For example: The Programming Division Head submits an estimated number of Programming comps to Registration in June of the upcoming convention year, most likely based on the previous year's numbers. A second revised estimate is given in September/October of the convention year. The final actual comp numbers are submitted to the Registration spreadsheet and pulled from Zambia by the December deadline in the usual manner. After the convention the number of comps, both estimates and real, along with the impact of those comps are submitted in the Programming Debrief report and are made part of the public record.

The estimated time frame for this study is 3 years, during which time comp categories will not be changed and the various types of special categories (Con Chair gift comp, GOH etc.) and the reasons behind them are to be clearly indicated as well. This comps information will be collected and tracked by Registration. Once this study is completed it can be determined at what rate comps are changing and by how much. At that point, if comps are determined to be increasing at a rate or quantity deemed to be detrimental to the convention suggestions of further action will be made for consideration by the Corporation.

Questions:

Is estimating of comps by Div Heads a new policy? Yes. Did the Registration members of the committee agree to this new responsibility? Yes. Has A14 chair reviewed this? No. Has A15 chair reviewed this? Yes. The timeframe for this is two to three years, no immediate action will be taken. What data are we collecting? We do not have precise data on comp quantities, and we keep changing categories which makes comparisons between years difficult. Are talent comps the problem? They might have once been thought to be, but those numbers are difficult since categories change.

MSPU (Walsh, chorus) to go into committee of the whole.

MSPU (DDA, Mike) To come out of committee of the whole accepting the recommendation to track comps with consistent categories for the next three years and present the data at the end of that period. That main motion then PASSES unanimously.

IT (Ben Levy): Alex set up HostGator; we can start creating sites. It needs work but we have cloned the wiki and moved it over, we are testing that and Drupal. WordPress is next.

Did HostGator have a security problem recently? None that we know of. What is the timetable for migration of services? We don't have one currently.

LRP (Conor Walsh): We will be meeting before or at Relaxacon.

Relaxacon (Rick Kovalcik): Relaxacon is at the end of the month. Sign up online at relaxacon.org.

Meeting Search (Janet Stickle): The committee is staffed and motivated and ready to go. We will be surveying the membership in a few cycles. We're happy to proceed.

Old Business: None.

New Business: None.

Announcements:

Upcoming meetings:

June 23rd Sunday 3:30pm at MIT Building 66.

July 21st Sunday at 2pm at Chez Wood in Newton, MA.

August 13th Tuesday at 7:30pm, location TBD but probably NESFA.

Meeting adjourned at 8:26pm.

Corporate Budget Proposal

	2013- 2014	2012- 2013	Actual
Income			
Dues	\$1,000	\$1,000	\$1,556.00
Interest	\$100	\$100	\$93.53
A'13 Convention Payment	\$13,400	\$11,900	
Total Income	\$14,500	\$13,000	\$1,649.53

A12 Convention Excess Proceeds \$21,073.78

Expenses	As of mid-May 2013				
	Budget	Budget	Spent	Remaining	Over/Under
Rent (\$925/ \$950) per month	(\$11,250)	(\$10,950)	(\$10,025.00)	(\$925.00)	
Mailbox (paid through 2/2014)	(\$150)	(\$150)	(\$120.00)	\$0.00	\$30.00
Liability Insurance - Arisia Storage plus Convention and Relaxacon	(\$1,000)	(\$800)	(\$890.24)	\$0.00	(\$90.24)
Server Hosting - Hostgator	(\$1,000)	\$0			
Student Art Contest Prizes	(\$800)	(\$800)	(\$800.00)	\$0.00	\$0.00
SAC Admin, Marketing, & Mass Mailer	(\$800)	(\$800)	(\$796.80)	\$0.00	\$3.20
Student Writing Contest	(\$1,000)				
Mentor - Postage and Copying	(\$300)	(\$600)	(\$250.63)	(\$349.37)	\$349.37
Admin	(\$200)	(\$200)	(\$37.89)	(\$162.11)	\$162.11
Supplies	(\$300)	(\$300)	(\$27.19)	(\$272.81)	\$272.81
Domain Name (paid through 2015)	\$0	\$0			
Credit Card/Paypal Fees	(\$200)	(\$200)	(\$86.52)	(\$113.48)	\$113.48
Contingency Fund (eboard)	(\$2,500)	(\$2,000)	(\$1,959.99)	(\$40.01)	\$40.01
Summer BBQ	(\$300)	(\$300)	(\$200.00)	\$0.00	\$100.00
Total Expenses	(\$19,800)	(\$17,100)	(\$15,194.26)	(\$1,862.78)	\$980.74

Out of budget Spending

As of mid-May 2013

Spent

Grants	(\$5,000.00)	
Training Fund	(\$211.00)	
Voted Expenses	(\$767.52)	HostGator (new user discount)
Capital Equipment	(\$2,554.39)	
Total	(\$8,533)	

Combined Total (\$23,727.17)

A14 Convention Budget Proposal

Income Summary	A13		A13 Budget	A14 Rates	A14 Budget	A14 Nums diff	A14 comments
	A13 Nums	Actual Numbers					
Advertising			\$1,500		\$1,000	(\$500)	Souv. Book & Pock. Prog
Art Show			\$3,200		\$3,500		\$300 more space?
Dealers			\$14,600		\$14,600		\$0 same # of tables
Alley			\$400		\$400		\$0 same # of tables
Registration							
Year aheads (\$40 for A14, \$30 for '12 and '13, \$25 for 11)	364	348	\$10,920	\$40	\$11,480	287	\$560 already sold, \$40, price jump eliminated
Early PreReg @ 35	30	32	\$1,155				at \$45, 400 budgeted;
PreReg @ 45 (previous years \$40)	368	387	\$14,760	\$45	\$18,000	400	\$3,240 incl reg semi-comps
PreReg @ 55 (previous years \$50)	471	427	\$23,550	\$55	\$24,750	450	\$1,200 at \$55, 500 budgeted at \$65, 420 budgeted,
PreReg @ 65 (previously \$60)	425	508	\$25,500	\$65	\$32,500	500	\$7,000 incl. babysitting & at door now \$30 student, 470
Student @ 30 (previously \$25)	466	603	\$11,650	\$30	\$15,000	500	\$3,350 budgeted
At Door Full @ 60							see above days rates \$20/\$40/\$30/\$10, qty
At Door Other Income	359	432	\$11,820	various	\$13,930	413	\$2,110 45/200/120/40 400 program + 450
Comps and Unpaid	1140	1121		\$0	\$0	1150	\$0 volunteers \$5 more per membership, 100 less
Total Reg	3623	3858	\$99,355		\$115,660	3700	\$16,305 memberships
Income Total			\$119,055		\$135,160		\$16,105

Category	Subcategory	A13 Budget	Provisional a13 actuals	A14 Budgeted	Diff	A14 comments
Con Chair		\$3,100	\$471	\$3,300	\$200	Chair
	Admin	\$100		\$800	\$700	meeting expenses
	Contingency	\$2,400	\$91.09	\$2,000	(\$400)	
	Special Projects	\$600	\$380.00	\$500	(\$100)	A25 reunion, fall DH meeting, ...
	Con parties	\$800	\$184.61	\$300	(\$500)	Readercon
Corporate		\$11,900	\$11,900.00	\$13,400	\$1,500	corp
	Annual charge to convention	\$11,900		\$13,400	\$1,500	rent + web fees + liability insurance
Childrens Services		\$4,400	\$4,240	\$4,650	\$250	kids
	Fast Track supplies	\$150		\$300	\$150	total Request: Add'l \$150 for supplies (budget not used from A'13), so \$300
	Babysitter payroll	\$4,000	\$3,974.50	\$4,000	\$0	kids at A'13
	Babysitting supplies and snacks	\$250	\$265.00	\$300	\$50	Expanded Turtle Track from 30 to 45 juice & snacks, diaper genie refill, wipes, diapers, etc.

Category	Subcategory	A13 Budget	Provisional a13 actuals	A14 Budgeted	Diff	A14 comments
	Miscellaneous	\$0		\$50		Meet & Greet' for babysitters + \$50 parents/turtles - Sat & Sun
Communications		\$13,623	\$12,328	\$12,915	(\$708)	Comms/Pubs
	Admin	\$50		\$25	(\$25)	
	Business cards			\$30		Business cards for conchair, advertising, art show (\$10/250) in other con's SBs--probably only Philcon?Worldcon ?(exchange w/ Boskone, Readercon)
	Advertising			\$125	\$125	Hootsuite subscription for social media mgmt. Monthly subscription, can be bought on annual basis.
	Software costs			\$120	\$120	Allows timed uploads
	Mass Mailer			\$30	\$30	ink for flyers
	Bulk mail permit			\$0	\$0	We don't plan to do bulk mail -rls (if we don't renew the permit every year or two, it goes away ---Ben)
	NCOA			\$0	\$0	and we don't need ncoa -rls
	Ad sales	\$400	\$72.50	\$100	(\$300)	shipping SB's includes paper, toner, newsletter
	Newsletter	\$350	\$459.16	\$400	\$50	holders holding PP steady in hopes that guidebook keeps pickup level
	Pocket Program	\$4,100	\$4,795.00	\$5,000	\$900	
	Souvenir Book	\$6,000	\$4,797.00	\$5,000	(\$1,000)	have plenty, need addendum -- unless we are going to sell ads in it in which case we will need a different book - rls
	Restaurant Guide	\$1,000	\$1,192.14	\$200	(\$800)	
	Guidebook (mobile app)	\$800	\$800.00	\$1,000	\$200	we probably have enough in the acct for this year, this gets us enough for one more progress report if I'm wrong/if we use more this year. -rls
	MailChimp	\$213	\$212.50	\$85	(\$128)	(we have 16,000 credits left ---Ben)
	Extra PP SB Expenses					n/a
--Sign Shop	Toner	\$100		\$150	\$50	moved to Comms
	Supplies	\$200		\$300	\$100	moved to Comms; mostly paper, foamcore & glue sticks
	Signposts / kiosks	\$360		\$200	(\$160)	Dan Snyder is building something, like the signposts; perhaps shingles? NESFA charges \$1/ft, may get perm.
	Large Banners			\$100	\$100	banner made for reg zip ties, and other items for making
	Other supplies	\$50		\$50	\$0	signs stand.
Events		\$1,900	\$645	\$2,045	\$145	events
	Admin	\$50		\$10	(\$40)	
	Event #1	\$220	\$145.36	\$200	(\$20)	CBS awards
	Event #2	\$220		\$200	(\$20)	food under hotel
	Event #3	\$220		\$200	(\$20)	food under hotel
	Event #4	\$220		\$200	(\$20)	food under hotel
	Event #5	\$0		\$200	\$200	food under hotel

Category	Subcategory	A13 Budget	Provisional a13 actuals	A14 Budgeted	Diff	A14 comments
	Banquet					\$0 CBS buying their own
	Masquerade	\$220		\$25	(\$195)	admin
	Masquerade Green Room	\$0		\$10	\$10	supplies (glue gun, duct tape, thread, straws, etc.)
	Dance Musicians	\$250	\$500.00	\$500	\$250	for Regency and Contra dances?
	Arisia TV Shipping	\$0		\$0	\$0	moved to multimedia
	ASCAP/BMI fees	\$500		\$500	\$0	
Exhibits		\$575		\$725	\$150	Exhibits
	Art show Admin	\$150		\$150	\$0	Might need to get some supplies for presentations. ---Ben
	Art show Returns	\$0		\$25	\$25	
	Promoter fee	200	200	\$200	\$0	Paid to Commonwealth
	Dealers Admin	\$25		\$25	\$0	
	Galleria setup			\$50	\$50	gaff/painter's tape (needed Wed.)
	Game room expenses	\$200	\$197.14	\$250	\$50	was under multimedia, includes prizes
	LARP Gaming	\$0		\$25	\$25	was under multimedia
Food		\$12,690	\$12,571	\$15,700	\$3,010	food
	Admin	\$100	\$400.00	\$400	\$300	gas and tolls for QM includes film van rental?
	Staff Den	\$4,000	\$3,812.89	\$4,500	\$500	food/drink, \$10/staffer, assumes 450 staff
	Staff Den decorations	\$50		\$50	\$0	d@cor
	Green Room	\$2,500	\$2,452.17	\$3,000	\$500	food/drink, \$7.50/pro, 400 pros
	Green Room decorations	\$50		\$50	\$0	d@cor
	Con Suite	\$5,940	\$5,906.37	\$7,000	\$1,060	food/drink, \$2/attendee
	Con Suite decorations	\$50		\$50	\$0	d@cor
	Dead Dog Mon Beverage purchase (shared)	\$0		\$300	\$300	food with Live Puppies to eat
	Misc Extra Food Expenses			\$350	\$350	\$100 kitchen rental/thank you, \$200 for pop-up coolers, \$50 dry ice
Guest of Honor Liaison		\$14,320	\$16,748.97	\$5,750	(\$8,570)	GoH
	Admin	\$0		\$20	\$20	
	Miscellaneous	\$500	\$18.20	\$0	(\$500)	misc in admin?
	AGOH Transportation	\$1,903	\$1,693.49	\$400	(\$1,503)	travel from vegas, US Airways, 1 stop, incl fees
	AGOH Shipping	\$6,500	\$10,370.55	\$700	(\$5,800)	shipping art, based on Fedex
	AGOH Food	\$600	\$465.35	\$420	(\$180)	food (\$60/day x 7 days)
	FGOH Transportation		\$0.00	\$500	\$500	travel from Toronto as above
	FGOH Food		\$0.00	\$420	\$420	food (\$60/day x 7 days)
	FGOH Other		\$0.00	\$70	\$70	cat sitting \$10/day x 7 days
	WGOH Transportation	\$779	\$2,139.20	\$1,000	\$221	travel from Toronto (2), Air Canada from Pearsson
	WGOH Food	\$750	\$539.84	\$840	\$90	food (2)(\$60/day x 7 days)
	WGOH Other	\$0	\$0.00	\$0	\$0	n/a
	Band Transportation	\$1,038		\$60	(\$978)	travel from RI, 75mi, 20mpg, \$4/gal, RT, 2 cars
	Featured Band Other	\$750		\$500	(\$250)	band fee

Category	Subcategory	A13 Budget	Provisional a13 actuals	A14 Budgeted	Diff	A14 comments
	Featured Band Food	\$1,200	\$1,200.00	\$300	(\$900)	food (\$60pp x5 people x 1 day)
	Featured Band Parking	\$0	\$0.00	\$80	\$80	band parking, 1 overnight, 2 cars (self park) Just 1st night on us
	Gift Baskets	\$300	\$322.34	\$440	\$140	gifties, 4 baskets, \$10 basket, \$50 food, \$50 stuff
Hotel Liaison		\$9,850	\$10,605	\$14,508	\$4,658	hotel
	Hotel Admin	\$100	\$81.92	\$100	\$0	
	Furniture removal	\$250		\$600	\$350	Furniture removal fees are now \$100/room, instead of \$50/room
	Tips Cash	\$3,000	\$5,050.00	\$5,000	\$2,000	5's! service level
	Tips Gift	\$300	\$261.19	\$350	\$50	per Kris S
	Shuttle Bus	\$0		\$0	\$0	Do we want one? (Kris says no longer free).
Hotel - Food			\$4,848.81			can't tell from bill as to who got what, current ST is \$7150; this figure excludes ice & Starbucks
	Ice	\$200	\$200.00	\$200	\$0	In contract, fixed fee for ice delivery. program? At one point we provide
	Readings	\$0		\$0	\$0	coffee for readings. ---Ben
	Dances			\$0	\$0	see events
	CBS Awards			\$1,200	\$1,200	
	Filk Refreshments	\$400		\$360	(\$40)	Tea for filkers (\$120/gal/night w/tip)
	Art Show Staff Food			\$0	\$0	Feed in Staff Den or... Starbucks?
	Art Show Reception	\$2,600		\$3,000	\$400	includes the wine
	Artists' Reception Alcohol	\$650		\$0	(\$650)	alcohol included in above line
	Cash Bar			\$300	\$300	bartender fee (fees for Fri & Sat night bartenders in events area)
	Events food allowance	\$800		\$800	\$0	
	Starbucks	\$800	\$163.00	\$300	(\$500)	\$1000 overnight minimum for the weekend
	Ops Food	\$0			\$0	see starbucks
	Masquerade green room food	\$750		\$750	\$0	
	Other Food (from hotel)					
Hotel - Electrical/Engineer		\$0		\$0	\$0	\$5,200 credit (flying truss hang under Tech)
Hotel - Other	Carpet protection	\$0		\$0	\$0	
	Resold Guest Rooms	\$0		\$0	\$0	expecting to use all comp rooms in Westin
	Ren room commitments			\$1,548	\$1,548	
	Westin Rooms			\$0	\$0	
Member Services		\$3,650		\$7,875	\$4,225	memb serv
	Admin	\$50		\$10	(\$40)	
--Access	Supplies	\$150		\$150	\$0	mostly blue tape
	CART (closed captioning)	\$1,000		\$1,400	\$400	
	ASL	\$2,000	\$1,740.00	\$5,760	\$3,760	\$60/hr x 4 x 24 hrs (signers last year charged \$55 - \$65 / hour)

Category	Subcategory	A13 Budget	Provisional a13 actuals	A14 Budgeted	Diff	A14 comments
	Tactile Supplies	\$0		\$10	\$10	
	Large Print Program	\$0		\$15	\$15	paper
	Braille Program	\$0	\$117.07	\$120	\$120	paper
--Coat Check	Admin	\$180	\$22.79	\$50	(\$130)	probably not needed
--Info Desk	Admin	\$10		\$25	\$15	
--Teen Lounge	Supplies	\$50		\$100	\$50	
	Food	\$200	\$73.23	\$200	\$0	pizza & snackage
-- Promos/Freebies	Admin	\$0		\$25	\$25	
-- Fan Tables	Admin	\$10		\$10	\$0	
Multimedia		\$5,650		\$7,320	\$1,670	multimedia
	Anime	\$0		\$250	\$250	* new policies from Anime companies require purchases
	Film Rentals	\$3,000	\$1,650.00	\$3,000	\$0	includes organ rental * Treasurer hasn't entered all from last year.
	Film Shipping	\$600		\$1,000	\$400	Ship films to/from Kludge; Treasurer hasn't entered all from last year.
	Video	\$0		\$100	\$100	
	Films Van Rental	\$600	\$823.01	\$850	\$250	split w food for gas?
	Video MPLC	\$200	\$200.00	\$200	\$0	
	Internet Drop			\$0	\$0	Hotel says that 3 dedicated Internet Drops will not be a problem. Multimedia doesn't need to budget.
	Additional Drape	\$0		\$600	\$600	film room now with windows, need full draping coverage, must rent
	Game room expenses	\$200	\$197.14	\$0	\$0	Now part of Exhibits
	Video game room	\$750	\$750.00	\$1,000	\$250	contract calls for \$1000 plus bedroom for 4 people. (Hotel room under hotel)
	LARP Gaming	\$0		\$0	\$0	Now in Exhibits
	Arisia TV Shipping	\$0		\$320	\$320	\$20 to ship DVDs to z! so he puts them on a server; \$300 to ship the server here & back
	Arisia TV	\$300	\$300.00	\$0	(\$300)	see above line
Ops		\$4,785	\$4,196	\$7,800	\$3,015	Ops
	Admin	\$350		\$400	\$50	paper, mostly
	Duck Hunt	\$100		\$0	(\$100)	now staff services
	Operation Hammond	\$425	\$425.00	\$4,000	\$3,575	no hotel rooms; includes food, T's, memberships. May fundraise to reduce?
	Radios	\$1,200	\$1,250.00	\$500	(\$700)	Digital radio rental Possibly sharing radios with Worldcon
--Logistics	Food	\$350	\$520.57	\$500	\$150	Feed load in/load out volunteers
	Gas/tolls	\$200	\$183.31	\$300	\$100	share w food?
	Truck rental	\$1,150	\$1,060.66	\$1,200	\$50	two trucks
	Labor Ready	\$200	\$0.00	\$400	\$200	

Category	Subcategory	A13 Budget	Provisional a13 actuals	A14 Budgeted	Diff	A14 comments
						\$800 for security T's spent late last year, combine T purchase w/ vols
--Security	Supplies	\$100		\$500		\$400 instead (\$400 = 50-100 T's)
	Art Show Security	\$0	\$756.00	\$0		\$0 internal security?
--Sign Shop	Toner	\$100		\$0		(\$100) moved to Comms
	Supplies	\$200		\$0		(\$200) moved to Comms
	Signposts / kiosks	\$360		\$0		(\$360) moved to Comms
	Other supplies	\$50		\$0		(\$50) moved to Comms
Programming		\$1,225		\$975		(\$250) prog
	Admin	\$250	\$69.90	\$100		(\$150) misc. printing supplies
	AV	\$0		\$25		\$25 covers breakage/loss
	Nexus (Ops)	\$100	\$250.89	\$250		\$150
	Packets	\$100		\$200		\$100 50c/pp, 400 pp's
	Table Tents	\$75		\$100		\$25
	Thank Yous	\$500		\$100		(\$400)
	Workshop Supplies	\$200	\$28.80	\$200		\$0 maker track supplies
Registration		\$4,280	\$3,318	\$4,240		(\$40) reg
	Admin	\$0		\$300		\$300
	Stonekeep Services	\$1,180	\$1,180.00	\$1,240		\$60 8 laptops, + \$1000 fee
	Badge stock	\$2,850	\$1,520.00	\$2,000		(\$850) 4000 stock
	Forms	\$250	\$150.00	\$200		(\$50)
	Printer supplies	\$0	\$175.00	\$200		\$200 printer ribbons
	Miscellaneous	\$0	\$293.00	\$300		\$300 badge clips and shipping
Staff Services		\$13,050	\$12,096	\$15,900		\$2,850 Staff Serv
	Admin	\$150		\$50		(\$100) T transport & late-night cabs
	Volunteer Rewards	\$600	\$701.45	\$600		\$0 tchotchkes
	Volunteer T- Shirt	\$3,200	\$3,762.00	\$4,000		previously-entered actuals didn't include tshirt re-order, sorry.--rkg \$800 include tshirt re-order, sorry.--rkg 12 rooms at Ren, 172/night, 3.2 nights avg, + 2 comp rooms at Westin
	Volunteer Crash Space	\$5,600	\$5,603.27	\$7,700		\$2,100 (Ren rooms are \$172 with tax ---Ben)
	Volunteer Lounge			\$100		\$100 inflatable furniture
	Vol. Lounge -- food	\$800	\$470.91	\$500		We have forklage waiver for this space - snackage
	Duck Hunt			\$200		\$200 see also rewards
	Pre-con Activities	\$0		\$0		July bbq is corp -- anything else we want to budget for here? --rkg
	Staff Appreciation Events	\$200		\$300		\$100 debrief
	Recruiting costs			\$0		\$0
	Training	\$0		\$0		\$0 corp
	Ribbons	\$1,000	\$836.53	\$1,000		\$0
	Thursday night event	\$1,000	\$411.80	\$1,000		\$0 Thu night more than pizza; \$5pp
--Massage Den	Supplies	\$100		\$100		\$0 oils
	Sheet Rental	\$400	\$310.00	\$350		(\$50)

Category	Subcategory	A13 Budget	Provisional a13 actuals	A14 Budgeted	Diff	A14 comments
Tech		\$7,220.00	\$6,006.17	\$12,725.00	\$5,505	tech (A13: 800 advance, 255.82 returned); if truss works we still need spot towers.
	Scaffolding	\$620	\$544.18	\$600	(\$20)	
	ClearComm	\$200		\$200		\$0 checked rental price from Dale F.
	Food	\$250		\$300		\$50 pre-masq dinner, mostly
	Lighting	\$3,500	\$3,679.00	\$4,000		\$500 incl. extra lights for truss
	Galleria Space Exchange			\$5,000		\$5,000 Flying truss? BCEC space?
	ALPS delivery fee contingency			\$250		\$250 depends on gas prices
	Sound	\$450		\$500		\$50
	Supplies	\$100	\$32.99	\$100		\$0 gaff
	Masq Video Gear	\$600	\$400.00	\$400	(\$200)	gear rental
	Masq Video Supplies	\$75		\$75		\$0 tapes
	Masq Video Fiber Converter	\$75		\$100		Gets Arisia TV feed from ballroom to \$25 hotel TV channel
	Video Projector Rental (Main Tent)	\$1,200	\$1,200.00	\$1,200		\$0 high-output (6K lumens) for ballroom
	Video Projector Rental (Program AV)	\$150	\$150.00	\$0	(\$150)	
Treasurer		\$3,990	\$1,756	\$3,850	(\$140)	Treas
	Admin	\$100		\$25	(\$75)	
	Bank Fees	\$50	\$11.00	\$25	(\$25)	
	Credit card and paypal fees	\$3,590	\$1,370.00	\$3,600	\$10	
	Self Insurance	\$250	\$375.00	\$0	(\$250)	
	Refunds	\$0		\$200		refunds are technically against policy but in the potential norovirus case they were deemed to be in the best interests of the con
Total Expenses		\$116,208		\$133,828	\$17,621	
Total Income		\$119,055		\$135,160	\$16,105	
Net		\$2,848		\$1,332	(\$1,516)	

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

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	Landlord	12	Persis Thorndike
2	Noel Rosenberg	13	Rachel Silber
3	Skip Morris	14	Lisa Hertel
4	Rick Kovalcik	15	Ben Levy
5	Dave Shevett	16	Lia Olsborg
6	Phi	17	Rick Kovalcik
7	Dan Noe	18	Peter Olszowka
8	Michael Trachtenberg	19	Alex Latzko
9	Hobbit	20	David Shaw
10	Rick Kovalcik	21	Conor Walsh
11	Crystal Huff	22	Sharon Sbarsky

Upcoming Events and Meetings

Sunday, June 23 at 1:00pm: Concom meeting at MIT

Sunday, June 23 at 2:30pm: Corporate meeting at MIT

July 11-14: Readercon in Burlington, MA

Sunday, July 21 at 2pm: Corporate meeting at Rick Kovalcik's house.

Sunday, July 28 at 4:00pm: Concom meeting

Tuesday, August 13 at 7:30pm: Corporate meeting, location TBD

Sunday, September 8 at 1:00pm: Concom meeting

Committees List

Budget Committee: Ben Levy (chair), Rachel Kadel-Garcia, Alex Latzko, Alan McAvinney, Cris Shuldiner	Inventory Control Committee: Rick Kovalcik (chair), Tom Murphy, Lia Olsborg, Skip Morris, hobbit, Lisa Hertel
Grant Committee: Conor Walsh (chair), David D'Antonio, Samantha Dings, Mike Sprague, Anna Bradley	IT Committee: Alex Latzko (chair), Ben Levy, Skip Morris, Noel Rosenberg, Nicholas Shectman.
Comps Committee: Mike Sprague (chair), David D'Antonio, Kathryn Kun, Danielle Reese, Skip Morris, Jaime Garmendia	Meeting Space Committee: Janet Stickle (chair), Bridget Boyle, Dale Curley, Lisa Hertel, Terry Holt, Danielle Reese, Tanya Washburn
Relaxacon Committee: Abby Noyce and Kris Snyder (coheads)	Honors Committee: Nicholas Shectman (chair)
Student Art Contest Committee: Jacob Lefton	Long Range Planning Committee: Nicholas Shectman (chair), Sharon Sbarsky, Rachel Kadel-Garcia, Lisa Hertel, Mary Dumas, Conor Walsh, Tanya Washburn
Hotel Search Committee: Skip Morris (chair), Noel Rosenberg, Kris Snyder, Andrea Carney, Janet Stickle	

Membership List (as of 6/11/2013)

Dawn Ash	Suli Isaacs	Danielle Reese
<i>Rob Bazemore</i>	Rachel Kadel-Garcia	Kim Riek
Melissa Beetham	Jeanne Kahn	<i>Mary Robison</i>
Bridget Boyle	Walter Kahn	Noel Rosenberg
Anna Bradley	Allan Kent	Sharon Sbarsky
Andrea Carney	Rick Kovalcik	Richard Schmeidler
<i>Brian Cooper</i>	Kathryn Kun	Paul Selkirk
Tom Coveney	Zanne Labonville	Jude Shabry
Dale Curley	Alex Latzko	Nicholas Shectman
David D'Antonio	Paul Letersky	Dave Shevett
Kenneth Davis	Michael Leuchtenburg	Cara Lee Shockley
Samantha Dings	Benjamin Levy	<i>Cris Shuldiner</i>
Mary Dumas	Carol London	Rachel Silber
Don Eastlake	Ken London	Kristen Snyder
Jill Eastlake	Glenn MacWilliams	Mike Sprague
John Francini	Alan McAvinney	Janet Stickle
Jaime Garmendia	Erik Meyer	Julia Suggs
Joel Herda	Skip Morris	Pete Thomas
Brendan Hertel	Tom Murphy	Persis Thorndike
Lisa Hertel	Dan Noe	Pat Vandenberg
Lisa Holsberg	Pam Ochs	LuAnn Vitalis
Terry Holt	Lia Olsborg	Al Walker
Crystal Huff	Peter Olszowka	Conor Walsh
Steve Huff	Sheila Oranch	Tanya Washburn
Fred Isaacs	James Pinkerton	Alexandra Wilkie
Ray Isaacs	Karen Purcell	

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