



# MENTOR

The Newsletter of Arisia, Incorporated Number 227 September 2015

Arisia, Incorporated, 561 Windsor Street, Somerville, MA 02143  
+1-917-7ARISIA (+1-917-727-4742)

## NOTICES

The Registration Division proposes an amendment to their Arisia '16 Budget. The purpose for this amendment is for the accommodation of a new Registration system (Convention Master) to be used this convention year. In order to ensure the new system is installed and used properly, Registration will need new technical equipment and supplies.

We plan to make badge holders and lanyards available for sale, like we have done in previous years, but we now have to pay for them up front ourselves. (In previous years, our software vendor Stonekeep sold them directly.) We'll be selling the badge holders at \$5 each, and the lanyards at \$1, consistent with Stonekeep's prices in previous years.

Also, please note that the new software costs \$4000 annually, which the vendor is waiving for the first year.

In addition, we have added a Special Guest. In order to handle that we need to add \$400 for Airfare and add additional \$100 to Gift Baskets

Therefore, the proposal is for the following changes for the A16 Budget:

Income	Current	Proposed	Reason/Notes
Sale of Badge Holders / Lanyards		\$1500	
Income Totals		\$1500	Net increase in Income Budgeted \$1500
Expense	Current	Proposed	Reason/Notes
Guest of Honor			
Special Guest Transportation		\$400	Airfare Only
Gift Baskets	\$450	\$550	
Registration			
Stonekeep Services	\$250	\$0	Congo support & Event presence
Workstations	\$250	\$0	rental from Stonekeep consulting
Forms	\$200	\$0	To be done digital
Network Expendables	\$180	\$0	Change to name to next line
Expendables (Toner, Network)		\$180	Probably need toner but not more network stuff
Badge Holders and Lanyards	\$0	\$1,760	500 holders @ 2.08, 1500 lanyards @ \$0.48
Badge Printers	\$0	\$2,200	Rentals
On-Site Support for Product	\$0	\$1,450	
Expense Totals	\$1330	\$6,540	Net increase in Expense Budgeted \$5210

Therefore we are moving to allocate an additional \$500 for Guest of Honor expense, \$4710 for the Registration Division's expense, and allocate an additional \$1,500 in income, for sales of the holders and lanyards, for a net change to the bottom line of -\$3710. Thus the overall budget goes from a profit of \$883 to a loss of \$2827.

## Request for Capital Purchase

Pursuant to the Executive Board signature of the contract, the Registration Division will be utilizing a new registration system for the next three Arisia Convention Years. The conchairs for 2016 and 2017 have both approved this plan. In order to support this system, Registration will need to make the following purchases of Capital Equipment, with the associated estimated costs:

Computers: 14 Laptops for Registration stations (estimated total \$4,200)

Server: Hosting of the system (estimated cost \$900)

Printers: 6 for printing membership receipts (estimated cost \$600)

Barcode Scanners: For use of quicker check-in at Registration at the convention (estimated cost \$180)

Computer cases: For storing the laptops when not in use (estimated cost \$700)

Therefore we are moving to allocate \$6,580 for this equipment separate from the Capital Equipment Fund.

**The Quorum for the October Meeting is 17.**

## Corporate Meeting Notes

The following meeting notes were taken by Noel Rosenberg, Clerk of Arisia 2014-15. The current Clerk, who made minor changes and additions, thanks him for his effort in helping to produce this issue of Mentor.

### September 20, 2015 Meeting Minutes

**Date, Time, and Place:** The meeting was called to order by Conor Walsh at 1:10 p.m. on Sunday 20 September at the Westin Boston Waterfront in Boston, MA.

**In attendance:** (34 of 64 voting members): Anna Bradley, David D'Antonio, Daniel Eareckson, Don Eastlake, Jill Eastlake, Jaime Garmendia, Joel Herda, Lisa Hertel, Terry Holt, Fred Isaacs, Ray Isaacs, Suli Isaacs, Rachel Kadel-Garcia, Rick Katze, Mike Kerpan (non-member), Rick Kovalcik, Paul Kraus, Glen MacWilliams, Craig McDonough (new member), Dale Meyer-Curley, Abby Noyce, Kris Pelletier, Jaelen Rachlin, Noel Rosenberg, Andy Rosequist, Mink Rosequist, Kevin Schendell, Nicholas Shectman, Kris Snyder, Sharon Sbarsky, Mike Sprague, Tom Traina, Persis Thorndike, Alan \*hobbit\* Walker, Tanya

Washburn, Conor Walsh, Ellie Younger (new member).

**Proxies (15 valid proxies):** Ben Levy to Rick Kovalcik, Rachel Silber to Nicholas Shectman, Erik Meyer-Curley to Dale Meyer-Curley, Peter Olszowka to David D'Antonio, Mary Olszowka to David D'Antonio, Alex Latzko to Jill Eastlake, Jeff Keller to Persis Thorndike, Alan McAvinney to Andy Rosequist, Dan Noe to Abby Noyce, Karen Purcell to Kris Snyder, Skip Morris to Jill Eastlake, Bridget Boyle to Persis Thorndike, Michael Leuchtenburg to Abby Noyce, Crystal Huff to Andy Rosequist, Al Walker to Paul Kraus

**Corrections to the minutes:** The quorum for this meeting was (correctly) listed in Mentor as 15.

**EBoard Report (Conor Walsh):** We approved some dues waivers. We are storing 3 or 4 totes worth of stuff for Worldcon. Phi did a tremendous amount of work on printers and reported it to us. There was a report referred under the disciplinary policy of which we took no action. It was about Arisia '14. We decided on a one year attendance restriction as an adult-in-tow rather than a full membership for an attendee for taking photographs without permission.

The eboard was presented with a contract from Civetsolutions which we plan to use as our registration vendor. The budget amendments for this have not gone out with the required 12 day notice prior to this meeting, which makes that contract difficult to sign. There is some discussion about the extension of which the e-board is authorized to spend money for Arisia '17 and Arisia '18.

**MPU** to authorize the President to sign the contract with Civetsolutions.

Discussion ensues on the dollar amounts involved. It was clarified that this is on the order a \$5-6,000 increase in the Registration budget, and about \$7,000 in capital spending on hardware. The contract itself is obligating us to \$8000. A question arose as to the level of support for the software, and it was noted that this is a for-profit business with at least 4 employees. They came recommended by a number of people including Kris Snyder, and they run reg at Norwescon and a few other conventions all of whom have given positive reviews of the software. The charges are in line with what other conventions pay, and other solutions cost as much or more.

The eboard approved the purchase of two new hand trucks from Harbor Freight and some metro shelving.

**President's Report (Conor Walsh):** I approved the purchase of a condenser mike to allow for remote participation in meetings. I got the Arisia Twitter account verified so we get the nifty check mark.

**Vice President's Report (Anna Bradley):** no report

**Treasurer's Report (Ben Levy, by email):**

Treasurer's Report – September 2015

We received the last of the expense reports from the US "Helsinki in 2017" bid committee and in September we emptied the bank account to pay most of it (any remaining expenses will be paid by the Finnish bid committee). Now that bidding for the 2017 Worldcon is over, this ends the Fiscal Sponsorship arrangement and the bank account for Helsinki will be closed.

As usual, we have money. If you have questions, please see the numbers below, in Mentor, or ask me.

The actual Treasury report may be found on page 6.

**Clerk's Report (Noel Rosenberg):** Folks are reminded to submit reports in writing or be subject to the vagaries of the clerk. The attendance list is at the back of the room, with credit card machines to accept membership renewals. Membership is \$24 if you join at this meeting, and \$22 after the meeting. (Note that the new Clerk intends to continue this policy.)

**Members-At-Large Reports (Jaime Garmendia, Rachel Kadel-Garcia, Tom Traina):** Rachel reported that she authorized spending up to \$200 for food for a storage work session. About \$100 was actually spent.

**A15 Report (Mike Sprague):** We plan to close the books soon.

**A15 Treasurer's Report (Alex Latzko, by email):** The Labor Ready bill had been presented and paid. Anything outstanding after Wednesday will be a corporate issue and the last payments will be made on Friday. The good news is I have the cash ledger and between it and the bank records we will be able to come to a final amount for tax and carry forward purposes. Anything that I got via email exists. The down side is the paper copies of

what was spent on what are gone along with all the receipts generated at the con. I'm expecting to have a summary that Ben and I can go over in about two weeks and the books will formally close at the October meeting.

In other news and what honestly has been far more on my mind is the construction contract for the new house had been signed and a building permit applied for.

**A16 Report (Kris Snyder):** There is a concomm meeting later today in this room. I plan to announce a new Special Guest later this week. We know have an official theme: "Arisia 2016 — Now with 32% more whimsy!"

**A16 Treasurer's Report (Rick Kovalcik):** We appear to have latched on to a loan of 4-5 much better (and HD) video cameras and much better lenses, that were recently donated to Framingham cable access. They are willing to loan to them us.

If you spend money, please fill out an expense report and get it to me.

**A17 Report (Anna Bradley):** I can now announce my **Guests of Honor.**

*Writer: Ursula Vernon*

*Artist: Stephanie Law*

*Radio: Krypton Radio*

*Fan: Graykell Dutton.*

**A17 Treasurer's Report (Tom Traina):** no report

**Budget Committee (Ben Levy):** Not present, no report.

**CIC Committee (Rick Kovalcik):** We got new metro shelves with wheels, and two new hand carts. Stuff came back from Sasquan. A tech work session happened, and storage is in the middle of a reorganization.

**Grants Committee (Anna Bradley):** We have an outstanding grant request, which has not been reviewed by the Eboard despite the sufficient passage of time. It will need to be published in Mentor with appropriate notice to be voted on.

**Honors Committee (Joel Herda):** no report

**Hotel Search (Ben Levy):** No report.

**IT Committee (Rick Kovalcik):** We have failed to get

the mailing lists moved over yet.

**Long Range Planning (Conor Walsh):** We are meeting today to finalize the survey question.

**Relaxacon Report (Conor Walsh):** We need a Relaxacon '16 chair.

**Student Art Contest (Jacob Lefton):** Not present. No report.

**Student Writing Contest (Terry Holt):** We have a letter out for the '16 contest, and we have gotten permission from the Masquerade director to present the awards during the Masquerade.

**Old Business:**

**MSP** (Rosenberg, chorus) to take the following motion off the table, which had been proposed at the last meeting: Moved to allocate \$10,000 to the Capital Equipment Fund. There was some discussion about upcoming capital expenditures, including reg stuff, as well as some tech equipment.

**MSP** (Kovalcik, Katze) to amend to \$5,000 (many to 2).

**MSPU** to allocate \$5,000 to the Capital Equipment Fund.

**New Business:**

**Officer Elections:**

The results are as follows.

**President:** Conor Walsh (by acclamation)

**Vice President:** Jaime Garmendia 40, Noel Rosenberg 9

**Treasurer:** Ben Levy (by acclamation)

**Clerk:** Rick Katze 26, Lisa Hertel 22 with 1 abstention

**Members-At-Large:** Nominations:

Rachel Kadel-Garcia, Jaelen Rachlin, Abby Noyce, Mike Sprague, Daniel Eareckson, David D'Antonio, Lisa Hertel, Craig McDonough.

**Elected as Members-At-Large:** Abby Noyce, Jaelen Rachlin and Daniel Eareckson.

**MSPU** (Sprague, chorus) to contribute \$1000.00 from the general fund to the NESFA New Voices fund. Boskone has a New Voices fund to expand diversity in their program, and have asked Arisia to match the \$1000.00 they have put toward this for Boskone 53.

**MSF** (Snyder, chorus) to recess the meeting until 6:30 fails 28-10.

**Committee Lists**

*This is still the 2014-15 list.*

<b>Budget Committee:</b> Ben Levy (chair), Rachel KadelGarcia, Alex Latzko, Alan, McAvinney	<b>IT Committee:</b> Alex Latzko (chair), Rick Kovalcik, Michael, Leuchtenberg, Ben Levy, Skip, Morris, Noel Rosenberg, Sharon, Sbarsky, Nicholas Sheckman
<b>Comps Committee:</b> Mike Sprague (chair), David, D'Antonio, Kathryn Kun, Danielle Reese, Skip, Morris, Jaime Garmendia	<b>Ombuds Committee:</b> Rachel Silber (chair), Anna Bradley,, David D'Antonio, Jaime Garmendia, Rick Kovalcik,, Kathryn Kun, Sharon Sbarsky, Kris Snyder
<b>Grant Committee:</b> Anna, Bradley (chair), David, D'Antonio, Fred Isaacs, Janet Stickle	<b>Long Range Planning:</b> Committee: Conor Walsh
<b>Honors Committee:</b> Joel, Herda (chair), Bridget, Boyle, Rick Kovalcik	<b>Relaxacon Committee:</b> Rick Kovalcik
<b>Hotel Search Committee:</b> Ben Levy (chair), Kris, Snyder, Rachel Silber,	<b>Student Art Contest Committee:</b> Jacob Lefton
<b>Inventory Control Committee:</b> Rick Kovalcik, (chair), Lia Olsborg, hobbit, Lisa Hertel,	<b>Student Writing Committee:</b> Terry Holt (chair),, Kris Pelletier, Anna Bradley, Mike Sprague

**2015-2016 Executive Board (Eboard)**

President	Conor Walsh	president@arisia.org
Vice President	Jaime Garmendia	vicepresident@arisia.org
Corporate Treasurer	Benjamin Levy	treasurer@arisia.org
Clerk	Rick Katze	clerk@arisia.org
Members-At-Large	Abby Noyce Jaelen Rachlin Daniel Eareckson	abby@arisia.org jaelen@arisia.org daniel@arisia.org
Arisia '15 Conchair	Mike Sprague	conchair@arisia.org



## Membership List (as of 9/20/15 )

Strikethrough (~~like this~~) indicates expired memberships.

Italics (*like this*) indicates honorary (non-voting) members.

Arisia '15 Treasurer	Alex Latzko	con-treasurer@arisia.org
Arisia '16 Conchair	Kris Snyder	conchair@arisia.org
Arisia '16 Treasurer	Rick Kovalcik	con-treasurer@arisia.org
Arisia '17 Conchair	Anna Bradley	vicepresident@arisia.org
Arisia '17 Treasurer	Tom Traina	tntraina@arisia.org

### Storage 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	16	Lia Olsborg
2	Noel Rosenberg	17	Anna Bradley
3	Skip Morris	18	Peter Olszowka
4	Craig McDonough	19	Alex Latzko
5	Dave Shevett	20	David Shaw
6	Phi	21	Tom Traina
7	Dan Noe	22	Sharon Sbarsky
8	Michael Trachtenberg	23	Lucky
9	Hobbit	24	Pat Vandenberg
10	Rick Kovalcik	25	Lisa Hertel
11	Crystal Huff	26	Arthur Ercolini
12	Persis Thorndike	27	Benjamin Levy
13	Rachel Silber	28	Angela Morley
14	Janet Stickle	29	David Silber
15	Mike Sprague	30	Jaime Garmendia
31	Rick Katze		

### 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

Abby Noyce  
 Alan McAvinney Huff  
 Alan \*hobbit\* Walker  
 Alex Latzko  
 Amol Vaidya  
 Amos Meeks  
 Andy Rosequist  
 Anna Bradley  
 Anna Erishkigal  
 Benjamin Levy  
*Bob Bazemore*  
*Brian Cooper*  
 Bridget Boyle  
 Carol London  
 Conor Walsh  
 Craig McDonough  
*Cris Shuldiner*  
 Crystal Huff  
 Dale Meyer-Curley  
 Dan Noé  
 Daniel Eareckson  
 Danielle Reese  
 David D'Antonio  
 David Silber  
 Dash  
 Diana Hsu  
 Don Eastlake  
 Ellie Younger (new)  
 Erik Meyer-Curley  
 Jaime Garmendia  
 James Meickle  
 Jeff Keller  
 Jill Eastlake  
 Fred Isaacs  
 Glenn McWilliams

Ian Waters  
 Jaelen Rachlin  
*Joe Ross*  
 Joel Herda  
 John Francini  
 Jude Shabry  
 Karen Purcell  
 Ken London  
 Kevin Schendell  
 Kris Pelletier  
 Kris "Nchanter" Snyder  
 Lia Olsborg  
 Lisa Hertel  
 Mary Olszowka  
 Melissa Beetham  
 Michael (Lucky)  
 Leuchtenburg  
 Mike Sprague  
 Mink Rosequist  
 Nicholas Sheckman  
 Noel Rosenberg  
 Patrick Flaherty  
 Paul Kraus  
 Paul "PJ" Letersky  
 Persis Thorndike  
 Peter Olszowka  
 Rachel Kadel-Garcia  
 Rachel Silber  
 Raymond Isaacs  
 Rick Katze  
 Rick Kovalcik  
 Terry Holt  
 Tom Coveney  
 Tom Traina

## AUGUST 31, 2015 TREASURY REPORT

August 31, 2015		Change vs last month
Odd Year - A15	\$56,497.83	-\$1,977.20
Even Year - A16	\$20,079.03	\$1,822.41
Helsinki in 2017 - USA	\$360.50	-\$7,337.55
 Corporate		
Reserved/Unspent		
Two years expenses (CDs)	\$41,652.99	\$1.21
Grant Fund	\$6,700.00	\$0.00
Capital Eq Unallocated	\$2,482.09	\$0.00
Capital Equipment Allocated	\$1,809.14	\$0.00
Training Fund	\$1,229.00	\$0.00
Scholarship(?) Fund	\$0.00	\$0.00
Voted Expenses		
(excludes budget)	\$253.56	\$0.00
Unspent Budget	\$19,134.13	-\$4,498.40
Total Reserved	\$73,260.91	-\$4,497.19
Unallocated Funds	\$22,000.88	\$738.36
Total Corporate Funds	\$95,261.79	-\$3,758.83
Total Assets	\$172,199.15	-\$11,251.17
 Total Corporate Income		
	\$568.07	\$565.99
Total Corporate Expenses		
	-\$2,268.02	-\$1,079.6

### Upcoming Events and Meetings

The October Corporate meeting will be on Tuesday 20 October, 2015 at 7:30pm at MIT. See the Arisia calender for room number.

On 10/25, there will be a roller skating social.

On 11/8, there will be an Open Staff Meeting at the Westinat 2pm.

The November Corporate meeting will be on Saturday 14 November, 2015 at 2:00pm at MIT. See the Arisia calender for room number.

The December Corporate meeting will be on Tuesday 8 December, 2015 at 7:30pm at NESFA.

The meeting was adjourned at 3:57 p.m.

The Arisia Calender which is located at [arisia.org/calender](http://arisia.org/calender) provides lots of details and includes other events not listed here.