



MENTOR

Mentor, The Newsletter of Arisia, Incorporated
Number 249 (rev 1), April 2018
Arisia, Incorporated, 561 Windsor Street, Somerville, MA 02143
+1-917-7ARISIA (+1-917-727-4742)

Announcements:

The April Arisia Corporate Meeting will be Tuesday 24 April at 7:30 at the NESFA Clubhouse (504 Medford Street, Somerville, MA 02143). Please do not plan on arriving before 7 PM unless you receive email that NESFA will be open earlier.

The quorum for the next meeting is 12 based on 51% of the average of the last three meetings (16+28+26=70/3*.51=11.9).

At that meeting the Eboard will be reporting on a number of actions under the IR / Disciplinary Process:

The Eboard issued a warning to a staff member who failed to live up to the standards of common courtesy we hold our members to, let alone the higher standard of professionalism we hold our staff to.

The Eboard issued a warning to an attendee about inappropriate touching.

An attendee reported some concerns about another attendee who has harassed them in the past, outside of Arisia. There were no incidents at Arisia 2018, so after confirming the identity of the reported individual, the Eboard decided to take no further action at this time.

The Eboard was made aware of an incident involving one attendee's dog lunging at another attendee's dog. Without being able to positively identify the dogs or owners involved, the Eboard decided to take no action in response to this incident.

The Eboard issued a warning to an attendee about racist comments / slurs at Arisia 2018.

After repeated violations of the code of conduct after the person had received a verbal warning, the Eboard issued a three year attendance ban from all events sponsored by Arisia; as well as a permanent ban against staffing, volunteering, being a program or event participant, or otherwise participating in Arisia in any way other than attending again starting in 2022.

At that meeting we will be soliciting any corrections to the October 2017 to February 2018 minutes which were published in the March Mentor (see <http://corp.arisia.org/mentor>).

Minutes of the Arisia Meeting of 25 March 2018:

The meeting was called to order at 2:15 by Noel Rosenberg at the Brookline Public Library, Coolidge Corner Branch.

The quorum for the meeting was 12 (23+16+28=67/3*.51=11.39).

Attendance (26 members):

Tamar Amidon, James Boggie, Heather Cougar, David D'Antonio, Kelly Fabijanec, Jaime Garmendia, Jaelen Hartwin, Gregorian Hawke, Michael Kerpan, Rick Kovalcik, Benjamin Levy, Ken London, Elliott Mitchell, Kris Pelletier, Noel Rosenberg, Andy Rosequist, Mink Rosequist, Sharon Sbarsky, Michael Sharrow, Nicholas Sheckman, Kris Snyder, Mike Sprague, Tom Traina, Alan Wexelblat, Michelle Wexelblat, and Ellie Younger.

The quorum for the next meeting is 12 based on 51% of the average of the last three meetings (16+28+26=70/3*.51=11.9).

Proxies (14 Valid Proxies):

Anna Bradley to Kris "Nchanter" Snyder, Diana Hsu to Jaelen Hartwin (once they arrived), Lisa Hertel to Gregorian Hawke, Jeff Keller to Rick Kovalcik, Persis Thorndike to Rick Kovalcik, Peter Olszowka to David D'Antonio, Mary Olszowka to David D'Antonio, Terry Holt to Mike Sprague, Diane Martin to Mike Sprague, Abby Noyce to Kris "Nchanter" Snyder, Karen Purcell to Benjamin Levy, Dale Meyer-Curley to Kris Pelletier, Carole London to Ken London, and Rick Katze to Sharon Sbarsky (once she arrived). Additional proxies from Arthur Ercolini and Maria Eskinazi were invalid because of the limit on the number of proxies any one person can hold. The proxy from Angela Ercolini was invalid because it was not sent from her email account as well as the limit on the number of proxies any one person can hold.

Corrections to Minutes or Mentor:
(See below)

Eboard Report (Noel Rosenberg):

IR Reports:

The Eboard is reporting on an action that was taken in December. The board was asked to look into a possible code of conduct violation at Arisia 2017 involving an attendee who was upset about delayed response from Arisia First Aid. Finding no actual violation, the Eboard reminded the attendee of the limits of what Arisia First Aid can do, and that 911 or hotel security should be called in emergencies, and is taking no further action at this time.

The Eboard received a report about a poorly moderated panel at Arisia 2018 in which some of the panelists were making insensitive and offensive remarks. With the permission of the reporter, the report has been passed on to Programming as panel feedback, and the Eboard is taking no further action at this time.

The Eboard received a complaint about a tweet written by an Arisia staff member. After investigation, the Eboard determined that the comments were not made in their capacity as an Arisia staff member, and is taking no further action at this time.

The Eboard met on March 3rd to go over the IRs from A18 and investigation is ongoing:

At Arisia 2018, there were a total of approximately 60 IRs representing 34 distinct incidents. (I say approximately because I do not have an exact count of the incidents that were emailed but never recorded in the IR form.) Of those, 22 incidents are being sent to Eboard (some of which have multiple individual IRs; I have not counted the number of individual IRs that are being sent to Eboard).

Plus the 7 that were carried over from last year, which makes a total of 29 incidents that are listed on the 2017-2018 IR tracking sheet.

Of those 29, 4 are being sent to the Eboard with a recommendation that we take no action, for institutional memory only.

Of the incidents that were carried over from A'17, three have been fully addressed. Therefore, there are currently 22 incidents for the Eboard to consider. I'm working to resolve two more before Saturday.

Of the incidents that are NOT being sent to the Eboard:

* incidents where we cannot identify the person in question, and/or the person in question is not an Arisia attendee: 5

* reports of incidents that occurred outside of Arisia: 1

* incidents unrelated to the CoC (medical issues, etc.): 6

The Eboard voted to not to approve someone as an Assistant ConChair for Arisia 2019.

The Eboard voted to donate \$600 to BARCC from the training fund in appreciation for the trainings they did for Arisia 2018.

The Eboard lent grid-wall to Heliosphere.

The Eboard has unanimously voted to appoint Kelly Fabijanac to the position of A'20 Treasurer.

The Eboard voted not to loan the short throw video projector to a local theater company due as our experience is that the one we have left is very fragile, prone to breaking, and expensive to replace.

Officer and Committee Reports:

President:

I am appointing Anna Bradley, Alan Wexelblat, and Cat Trzaskowski to the Ad Hoc Photo Policy Committee, joining Gregorian as chair. I am also appointing Heather Cougar to the Long Range Planning Committee. I have previously appointed Nicholas Sheckman and Paul Kraus to the Hotel Search Committee; sorry for failing to report that previously.

Vice President (Anna Bradley):

Not present. No report.

Clerk (Rick Kovalcik):

Members are reminded to sign in. Reports should preferably be sent to the clerk in writing. Dues are \$12 at this meeting, and \$10 after the meeting. Please see me

Treasurer's Report (Benjamin Levy):

As usual we have money. See Mentor for more details. See me if you have questions. We met at the Bank of America to update the Odd Year checking account signature cards to add Ellie Younger.

Members-At-Large (Jaelen Hartwin, Gregorian Hawke, Sharon Sbarsky):

No report(s).

A'17 (Anna Bradley):

It happened a while ago. I am waiting for my treasurer to close the books.

A'17 Treasurer (Tom Traina):

I have final numbers:

Income \$171,692.25.

Expenses \$162,370.77.

Profit \$9321.48.

Income was underestimated by about \$5k and Expenses were overestimated by about \$15k.

Motion from Committee to close the A'17 books.

Motion to table until an audit is performed (Kovalcik, Nchanter). Passes on a voice vote.

A'18 (Jaime Garmendia):

We had a convention. I met with the Eboard as part of the meeting to go over the IRs. I've scheduled a meeting with the A'18 Treasurer to go over the books. We had our post-con meeting with the Westin. It went very well. We bought Veronica a Maserati (very small scale). (This is a joke based on something she said at the pre-con meeting about what she would do if she won the lottery.)

A'18 Treasurer (Ellie Younger):

I am multitasking during this meeting finishing up the last couple of reimbursement requests I have at the moment.

After that I will be sending out a message to Staff Announce asking for any final expense reports.

A'19 Chair (Daniel Eareckson):

Not present. Later reported by email: A19 has guests! Writers Daniel and Malka Older, Artist Elizabeth Leggett, and Fan Guests Bjo and John Griffin Trimble!

A'19 Treasurer (Ellie Younger):

We are working on budget. Daniel should be talking to Div Heads about what you spent last year and how much you would like this year. We are also looking into the expenses with the hotel which have been going up and possible ways to save money.

A'20 Chair (Diana Hsu):
Not present. No report.

A'20 Treasurer (Kelly Fabijanic):
Please get your expense reports in as soon as possible.

Budget (Benjamin Levy):
We will start working soon on getting a Corporate Budget ready for the June Meeting.

At this point the President appointed Kelly Fabijanic to the Budget Committee on the request of the Corporate Treasurer.

CIC (Rick Kovalcik):
No real report. There is a video work-session going on this weekend at storage.

Grants Committee (Anna Bradley):
If you know of groups interested in grants please encourage them or let us know.

Hotel Search Committee (Nchanter):
Suzanne Grogan, who has been our hotel sales contract, is retiring at the end of March. We will be talking to her about a contact addendum to cover things like Internet Pricing, Electricity, and Space. Hopefully we can get this done in the next week.

We have started thinking about a new overflow hotel contract. We may try to do this as a three-year contract to cover the existing contracts with the Westin.

There was a discussion of whether we should look for another cheaper overflow hotel. The generally feeling was no.

Motion from Committee to authorize the Hotel Search Committee to do a Hotel Contract Addendum for 2019, 2020, and 2021 with final approval by the Eboard. Passes unanimously on a voice vote.

Motion from Committee to authorize the Hotel Search Committee to do an Overflow Hotel Contract for 2019 and possibly including 2020 and 2021 with final approval by the Eboard. Passes unanimously on a voice vote.

IT Committee (Peter Olszowka):

The following activities are ongoing within the IT committee.

1) We are researching alternatives to Guidebook.

a) Grenadine Event Manager's mobile app

Henry Balen from Grenadine discourages us from using just the mobile app and won't provide an API for that purpose. It might be technically possible to use other API's, but that will take a great deal of work to interface to Zambia and may have other disadvantages.

b) GrowTix

We are still in discussions with GrowTix whether there is a deal which will work. Also, I've viewed some examples of their app for other conventions and none of them have anywhere near as many schedule items as Arisia, so the examples are not so useful.

2) Fixing email forms from the Drupal website.

Several people are working on this including Ben, Anna, & Cat. Ben has modified the Drupal configuration and gotten the forms to use Dreamhost's SMTP server.

However, this is rate limited to 50 form submissions/hour (because of cc'ing sender).

Noel has said that the long-term fix is to fix the EXIM configuration on Hostgator so it doesn't try to hold onto arisia.org mail instead of sending it to Dreamhost.

3) Research alternative to Convention Master - no activity.

4) Reconfigure some email lists to reduce likelihood of google treating as spam - no activity.

Logo Committee (Anna Bradley):
I am in Israel but working on things.

Long Range Planning Committee (Anna Bradley):
We had a survey. Slightly more than 900 people responded. It will stay open until the Long Range Planning Committee has a chance to review it. We will then review the data and report to Corp. Please add Heather Cougar to the LRP committee. (Already done.)

Relaxacon Committee (Ellie Younger):
Relaxacon will be the first weekend in June at Corsair and Crossrip Hotels in Dennisport on the Cape. Registration is \$25 for the weekend. We are looking for volunteers to help, especially with food. The room rates go up by \$5 at the end of March from \$104 to \$109. Please register. If www.relaxacon.org doesn't work, please try relaxacon.arisia.org.

Student Contests Committee (Kris Pelletier):
Terry Holt who has been running the writing portion of the contest has stepped down. We thank her for her service. If anyone is interested in picking that up please send email to writing-contest@arisia.org. If interested in helping in general with either the art or writing contests please send email to student-contests@arisia.org.

Photo Policy Committee (Gregorian Hawke):
We met once. We will be meeting again. Our goal is to have something for discussion at the next corporate meeting with a vote at the following meeting. There was a discussion about why we have created this policy.

Corrections to the Minutes (missed above):
The Minutes for October, November, December, January, and February have finally been made available. If you have any corrections, please make them now or at the next meeting.

Old Business:
None.

New Business:

Motion to create an Ad-Hoc committee with Mink Rose as Chair to look into Digital Archiving and our needs in that regard with the goal of have a report and recommendation hopefully by the June Meeting (Mike Rose, Gregorian Hawke). There was a discussion of why this was being done by Corp as opposed to some Convention just trying something out. Passes unanimously on a voice vote. If you are interested in taking part in this committee please talk with Mink.

Motion to instruct the Eboard to book the Brookline Public Library Coolidge Corner Branch, or other suitable venue if the Brookline Public Library is not available, for the June meeting (Kovalcik, Nchanter). Question of why not someplace like the Arlington Library? While Brookline is a haul for people, Arlington is a haul for other people and is close to NESFA which is also a haul for people. Also Cambridge is not open on Sundays. As much as people hate the Green Line, the Green Line is much more accessible than any bus which would apply to Arlington. Passes unanimously on a voice vote.

Motion to set the July Corporate Meeting as Sunday July 22nd at 2 PM with cookout following at Chez Wood, Rick Kovalcik's home in Newton Centre (Kovalcik, Kerpan). Passes on a voice vote.

There was a question about how people get added to committees. The President needs to do it at a meeting. So names should be sent preferably by email to the President.

Announcements:

The April Corp meeting is Tuesday, April 24th 7:30 PM, at NESFA.
The May Corp Meeting is Thursday, May 17th 7:30 PM, at NESFA.
The June Corp meeting is Sunday June 24th 2 PM, location TBD.
The July Corp meeting is Sunday July 22nd 2 PM, with a cookout to follow at Chez Wood, Rick Kovalcik's home in Newton Centre.

The meeting was adjourned at 3:30 PM.

Treasurer's Report – March 2018:

February 28 2018			Change vs last month
Odd Year - A17		\$4,372.97	-\$21,355.00
Even Year - A18		\$69,079.79	-\$44,340.47
Corporate			
Reserved/Unspent			
Two years expenses (CDs)	\$41,687.10		\$0.96
Grant Fund Available	\$4,020.09		\$0.00
Grant Fund Allocated	\$0.00		\$0.00
Capital Equipment Unallocated	\$1,801.00		\$130.02
Capital Equipment Allocated	\$500.00		-\$4,000.00
MCFI/CostumeCon	\$57.80		-\$1,084.65
Training Fund	\$1,522.00		\$0.00
Relaxacon	\$0.00		\$0.00
Scholarship(?) Fund	\$0.00		\$0.00
Voted Expenses (excludes budget)	\$1,825.00		\$0.00
Unspent Budget	\$12,821.30		-\$2,459.05
Total Reserved		\$64,234.29	-\$7,412.72
Unallocated Funds		\$24,877.61	\$15,856.16
Total Corporate Funds		\$89,111.90	\$8,443.44
Total Assets		\$162,564.66	-\$57,252.03
Total Corporate Income		\$2,370.58	\$2,343.23
Total Corporate Expenses		-\$7,936.16	-\$4,580.63

Committees:

Budget: Benjamin Levy (chair), Kelly Fabijanac, Rachel Kadel-Garcia, Alex Latzko, Tom Traina, Ellie Younger
Corporate Inventory Control: Rick Kovalcik (chair), Jaelen Hartwin, Peter Olszowka
Digital Archiving: Mink Rosequist (chair)
Grants: Anna Bradley (chair), David D'Antonio, Rick Katze
Hotel Search: Kris "Nchanter" Snyder (chair), Joel Herda, Benjamin Levy, B. Diane Martin, Noel Rosenberg, Andy Rosequist, Ellie Younger
IT: Peter Olszowka (chair), Rick Kovalcik, Benjamin Levy, Cody Lazri, Abby Noyce, Noel Rosenberg, Sharon Sbarsky
Logo: Anna Bradley (chair), David D'Antonio, Sharon Sbarsky, Ellie Younger
Long Range Planning: Anna Bradley (chair), Heather Cougar, Jaelen Hartwin, Mink Rosequist
Photo Policy: Gregorian Hawke (chair), Anna Bradley, Alan Wexelblat, and Cat Trzaskowski
Relaxacon: Ellie Younger and Johnny Healey (chairs)
Student Contests: Kris Pelletier (chair), Jaelen Hartwin (Student Art Contest Chair), Terry Holt (Student Writing Contest Chair) Anna Bradley, Johnny Healey, Allison Holt, Fred Isaacs, Skip Morris, Abby Noyce, Mike Sprague, Carolyn VanEseltine, Conor Walsh

Membership List:

This membership list is as of 04/01/2018. Please report any corrections to clerk@arisia.org.

Names in Italics are non-voting honorary members.

Daniel Abraham	Crystal Huff	Peter Olszowka
Tamar Amidon	Fred Isaacs	Kris Pelletier
<i>Rob Bazemore</i>	Ray Isaacs	Karen Purcell
Melissa Beetham	Suli Isaacs	Mark Richards
James Boggie	Terry Karney	Nicole Robinson
Bridget Boyle	Rick Katze	Noel Rosenberg
Anna Bradley	Jeff Keller	Andy Rosequist
Mieke Citroen	Allan Kent	Mink Rosequist
Emily Coombs	Michael J Kerpan	<i>Joe Ross</i>
<i>Brian Cooper</i>	Rick Kovalcik	Sharon Sbarsky
Heather Cougar	Suzanne Labonville	Kevin Robbins Schendell
Tom Coveney	Alex Latzko	Richard Schmeidler
Mary Catelynn Cunningham	Cody Lazri	Michael Sharrow
David D'Antonio	Paul "PJ" Letersky	Nicholas Sheckman
Daniel Eareckson	Benjamin Levy	<i>Cris Shuldiner</i>
Don Eastlake	Carol London	David Silber
Jill Eastlake	Ken London	Rachel Silber
Angela Ercolini	Glenn MacWilliams	Kris "Nchanter" Snyder
Arthur Ercolini	B. Diane Martin	Mike Sprague
Maria Eskinazi	Craig McDonough	Persis Thorndike
Kelly Fabijanac	Dale Meyer-Curley	Tom Traina
Jaime Garmendia	Erik Meyer-Curley	Pat Vandenberg
Jaelen Hartwin	Daniel Miller	Kiran Wagle
Taylor Hartwin	Elliott Mitchell	Al *Hobbit* Walker
Gregorian Hawke	Skip Morris	Conor Walsh
Joel Herda	Dan Noé	Tanya Washburn
Lisa Hertel	Abby Noyce	Alan Wexelblat
Terry Holt	Lia Olsborg	Michelle Wexelblat
Diana Hsu	Mary Olszowka	Ellie Younger

Executive Board (Eboard) - eboard@arisia.org:

President	Noel Rosenberg	president@arisia.org
Vice President	Anna Bradley	vice-president@arisia.org
Corporate Treasurer	Benjamin Levy	treasurer@arisia.org
Clerk	Rick Kovalcik	clerk@arisia.org
Members-At-Large	Jaelen Hartwin	at-large@arisia.org
	Gregorian Hawke	at-large@arisia.org
	Sharon Sbarsky	at-large@arisia.org
Arisia '17 ConChair	Anna Bradley	conchair@arisia.org
Arisia '17 Treasurer	Tom Traina	con-treasurer@arisia.org
Arisia '18 ConChair	Jaime Garmendia	conchair@arisia.org
Arisia '18 Treasurer	Ellie Younger	con-treasurer@arisia.org
Arisia '19 ConChair	Daniel Eareckson	conchair@arisia.org
Arisia '19 Treasurer	Ellie Younger	con-treasurer@arisia.org
Arisia '20 ConChair	Diana Hsu	conchair@arisia.org
Arisia '20 Treasurer	Kelly Fabijanic	con-treasurer@arisia.org

Storage Key List:

If you need access to Arisia storage and do not have a key, email keys@arisia.org and all key holders will receive your request.

Key#	Holder
1	Landlord
2	Noel Rosenberg
3	Skip Morris
4	Craig McDonough
5	Dave Shevett
6	Phi Sheckman
7	Dan Noé
8	Mike Trachtenberg
9	*hobbit*
10	Rick Kovalcik
11	Crystal Huff
12	Persis Thorndike
13	Rachel Silber

Key#	Holder
14	Janet Stickle
15	Mike Sprague
16	Lia Olsborg
17	Anna Bradley
18	Peter Olszowka
19	Alex Latzko
20	David Shaw
21	Tom Traina
22	Sharon Sbarsky
23	Lucky
24	Pat Vandenberg
25	Kristin Seibert
26	Thumper

Key#	Holder
27	Benjamin Levy
28	Angela Morley
29	David Silber
30	Jaime Garmendia
31	Rick Katze
32	Landlord
33	Daniel Eareckson
34	Diane Martin
35	Lisa Hertel
36	Kim Van-Auken
37	Nchanter
38	Jaelen Hartwin

Mentor Subscription Information:

Subscription to Mentor of Arisia is included with Corporate Membership. 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	December	\$18	March	\$12	June	\$6
October	\$22	January	\$16	April	\$10	July	\$4
November	\$20	February	\$14	May	\$8	August	\$2

Calendar:

The April Corp meeting is Tuesday, April 24th 7:30 PM, at NESFA.

The May Corp Meeting is Thursday, May 17th 7:30 PM, at NESFA.

The June Corp meeting is Sunday June 24th 2 PM, location TBD.

The July Corp meeting is Sunday July 22nd 2 PM, with a cookout to follow, at Chez Wood, Rick Kovalcik's home in Newton Centre.