



MENTOR

The Newsletter of Arisia, Incorporated — Number 118, September 2002

Announcement

The Arisia '03 convention budget will be voted on at the next meeting. A copy of the proposed budget can be found starting on page 3 of this issue.

Minutes of the Eboard Meeting

• Date, Time, and Place

Wednesday, September 4, 2002 at the Selkirk residence, North Reading MA. Called to order at 8:05 PM.

• In Attendance

Brendan Quinn, Colette Fozard, Nicholas Shectman, Paul Selkirk, Skip Morris, Noel Rosenberg, Alex Latzko, Lisa Hertel, and Ben Levy.

- We still have some un-reimbursed thefts from '02. Phi will make sure the checks get cut and delivered.
- The '02 FGOH incurred some expenses in Canadian dollars, which have not yet been reimbursed, due to some difficulty in getting check or money order in CDN\$. Noel is taking care of this.
- Security – the first hour-long discussion. This is a big can of worms, encompassing the mezzanine, the ballroom, dealer's room, art show, and the guest floors. The reason it was brought to the Eboard is because we're self-insured, so thefts directly affect the corporation; and because the Eboard has oversight over the con, and wants to know that steps are being taken to prevent further thefts, and to avoid getting a reputation as a con with either insufficient security or storm-trooper security.

Boston Police Dept: a few paid details on the mezzanine at high-visibility times.

Hotel Security: Paid details for Dealers Room and Art Show.

Con Security: Will handle the mezzanine at other times, and guest floors.

We will make better use of available secure storage.

- Phi will coordinate with Bryt about doing the NCOA, including merging in the art show database if necessary, and merging the NCOA changes back into the registration database.
- The Eboard unanimously agreed to grant Linda Nee's request to loan some power supplies and FRS radios to the North Billerica Bright Horizons Day School family fair on 9/14. Brendan should inform her.

- Skip wants to submit a bylaws amendment to make meeting scheduling more convenient, and allow us to change the time/place of meetings that are scheduled by default. However, he didn't present the proposed language of the amendment, so no action was taken.

- At the July 2001 corporate meeting, a bylaws amendment (limiting or clarifying (depending on who you ask) the corporate treasurer's oversight of the con treasurer) was passed, "on a provisional basis, pending the satisfactory report from the lawyer". This legal review never took place, and is being passed on to the new President.

- Art Show rates: the second hour-long discussion. Skip is unhappy with the institutionalization of the '02 art show rates (\$20/panel, no commission), feeling that it gives a break to established artists, and penalizes amateurs. He presented 5 pages of spreadsheet data, and 4 proposed changes to the rates.

Of the proposals, there was a general consensus for a dual-rate structure (pro: \$20/panel, no commission; amateur: 10% commission, no cap, no hanging fee), and letting the artists choose by declaring themselves amateur or pro. This recommendation is provisional upon consultation with next year's conchair, to ensure that it meshes with his plans, and that it won't be yet another one-year change.

- Print Shop rates: We currently have a fee of \$0.50/print. Skip wants to change this to \$2.50 per unique image, with the fee waived for prints where the original hangs in the art show. This met with general approval and no opposition.
- Colette says, "It's been fun."
- Brendan says, "What she said."
- Meeting adjourned at 10:05 PM.

Minutes of the Corporate Meeting

• Date, Time, and Place

Sunday, September 15, 2002. MIT Building 66, Room 168. Called to order at 2:20 PM.

• In Attendance

Tracy Fogarty, Joel Herda, Lisa Hertel, 'Zanne Labonville, Alex Latzko, Ben Levy, Claudia Mastroianni, Patrick McCormack, Craig McDonough, Michelle McGuire, Skip Morris, Tom Murphy, Linda Nee, Brendan Quinn, Noel Rosenberg, Paul Selkirk, Nicholas Shectman, Cris Shuldiner, Rachel Silber, Carsten Turner, Bridget Boyle (new member), Erik Meyer (new member).

• Proxies

Colette Fozard to Skip Morris, Liz Orenstein to Alex Latzko.

- **President's Report/Eboard Report** (Brendan Quinn)
The Eboard met just before this meeting, and approved 3 dues waivers.

The Eboard moves to approve Carsten Turner as Conchair of Arisia '04. Motion CARRIES on a voice vote.

The minutes of the 9/4 Eboard meeting were read into the minutes for this meeting.

- **Vice President's Report/Grant Committee Report**
(Colette Fozard, via email)

The one open grant from my tenure is a request from Jersey-DevilCon. As submitted, the amount requested is far too high, as was based on "projected" at-con numbers. By the time I received the application, the convention had passed, so I requested of the Chair updated numbers, and they are still working on them. I have sent them mail letting them know that the VP is about to change, but told them the mail alias, and that the new VP would have their application whenever they got the updated information in.

I am taking down to Paul Selkirk's house tonight (as he is closest e-board member) the following VP files for delivery to either the new VP or to the corporate records:

2001-2002 Grant Application File – applications/paperwork from the grant submissions from the last year.

Arisia '02 Hotel Information – prospectus, etc.

Arisia '03 Hotel Negotiations – has a copy of our current hotel contract.

Arisia 2002 – Dealer's Theft Report/Result – has notes and the correspondence regarding the loss in the dealer's room at Arisia this past year.

It has been a pleasure serving as Arisia's Vice President this past year.

- **Clerk's Report** (Paul Selkirk)

I've updated the Standing Documents (Articles of Organization, Bylaws, and Policies). They are available on the web as HTML, Adobe PDF, and PalmDoc PDB files. I've also printed a number of copies for people at this meeting.

- **Treasurer's Report** (Nicholas Shectman)

No report.

- **Arisia '02** (Noel Rosenberg)

I've taken a look at the books, and there are only a couple things outstanding. There are some reimbursements to take care of – thefts, FGOH expenses. These are being resolved.

I expect to close the books prior to the next convention – I wanted to do so before this meeting, but that is not going to happen.

- **Arisia '03 Report** (Skip Morris)

We had a well-attended concom meeting just before this meeting, with no fatalities.

The next concom meeting will be 10/13 at the Park Plaza. The times are 12:00 noon for hotel tours, and 2:00 PM for the general meeting.

- **Arisia '03 Treasury** (Alex Latzko)

A draft budget is being circulated. It has a couple of known errors, which are hand-corrected. A better budget will be available before the next corporate meeting.

- **Corporate Inventory Control** (Linda Nee)

Thanks for the loan of equipment (power supplies and FRS radios to the 9/14 North Billerica Bright Horizons Day School family fair).

Storage is a mess. Anyone with personal equipment in storage that has not been used recently at con should talk to Linda about removing said equipment.

We need to have a storage cleaning before it gets too cold.

- **Old Business**

None.

- **New Business**

Patrick McCormack gave his proxy to Cris Shuldiner for the remainder of the meeting.

Art show rates – there was much discussion without an actual motion on the table.

MOVED to change Print Shop rates to \$2.50 per unique image, with the fee waived for any print where the original hangs in the art show.

MOVED to amend by adding the words "beginning with Arisia 2004". Amendment CARRIED on voice vote.

MOVED to table the main motion; CARRIED on a hand vote of 14-4.

- **Elections**

- o President:
 - Joel Herda 13
 - Cris Shuldiner 8
 - Tom Murphy 1

Joel Herda is declared the winner.

- o Vice President:
 - Noel Rosenberg is unopposed.

The Clerk is directed to cast one vote for Noel.

- o Treasurer:
 - Nicholas "Phi" Shectman is unopposed.

The Clerk is directed to cast one vote for Phi.

- o Clerk:
 - Paul Selkirk is unopposed.

The Clerk is directed to cast one vote for himself.

- **Announcements**

If you have any outstanding expenses for Arisia '02, you will have to submit them to the corporation for payment.

Noel Rosenberg is Assistant Conchair for Gaylaxicon '05 in Boston.

Brendan would like to thank the corporation for the opportunity to serve.

- **Meeting adjourned** at 3:20 PM.

Minutes of the Eboard Meeting

• Date, Time, and Place

Sunday, September 15, 2002. MIT Building 66, Room 166.
Called to order at 3:45 PM.

• In Attendance

Joel Herda, Noel Rosenberg, Nicholas Sheckman, Paul Selkirk, Alex Latzko, Skip Morris, Carsten Turner.

- Congratulations to new Eboard.
- The ceremony of the signature cards (for our various bank accounts).
- The VP will track down an apparently outstanding grant request for the Smallville con.

- Should we be looking for new storage space? We're currently paying \$640/month for 1100 square feet (\$7/sf/year), on a 1-year lease.

Phi has made preliminary inquiries, especially in the northern suburbs. Given that savings would likely be less than \$2000, for space that's much further away from the hotel, there was a consensus for staying put for now.

We might consider subletting space to similar organizations; there is one that might need about as much space as the office inside our storage area.

If we get the chance, it would be nice to move within the building, to a section with three elevators rather than one.

- Meeting adjourned at 4:00 PM.

Arisia '03 Budget Proposal

	A'02 Amended	A'03 Proposed	
Registration Income			
Pre-Registration - \$25.00	5,275	5,600	
Pre-Registration - \$30.00	16,650	17,600	
Full Weekend - \$40	20,560	21,700	
Friday - \$20	100	100	
Saturday - \$25	8,850	9,375	
Sunday \$15	420	420	
Student - \$35	3,240	3,430	
Babysitting - \$25	25	50	
Babysitting - \$40	200	200	58,475
Other Income			
Advertising Income	500	500	
Art Show: Commissions	-	-	
Art Show: Mail-In Fees	350	350	
Art Show: Space Fees	2,100	2,100	
Art Show: Print Shop Fees	200	200	
Dealers: Dealer Room Fees	1,750	2,640	
Dealers: Dealer Row Fees	2,900	2,040	
Sunday Sundae Tickets	400	600	
Hotel: Room Night Credits	2,300	-	8,430
ConChair/Admin Expenses			
ConChair Admin	200	50	
Meeting & Work Crew Food	200	350	
ConComm News	-	200	
Volunteer Liaison	-	50	
Contingency Fund	2,000	2,000	2,650
Treasury Expenses			
Administration	100	50	
Bank Fees	100	100	
CC Fees	1,000	1,000	
Errors	-	-	
Insurance: Property	-	-	
Insurance: Liability	500	500	
Video Theatre: Licensing	350	350	
ASCAP/BMI Fees	200	200	2,200
Operations/Communications Expenses			
Admin	100	50	
Communications/Cell Phones/Pagers	500	200	
Bell Atlantic: Telephone	400	250	
Hotel: Engineering/Telephone Install	50	50	
Hotel: Telephone Service	100	200	
Ops Desk	100	100	
Hotel: Elevator Operators	-	500	
Security: Forms/First Aid/Supplies	125	125	
Security: Paid Security Details	1,200	2,500	3,975
Convention Services Expenses			
Sign Shop	50	50	

Convention Office	-	200	
Gopher Hole/Admin	50	50	
Ribbons	350	600	
Gopher Hole/T-Shirts	1,400	1,500	
Logistics	1,000	1,750	
Arisia TV: Misc	100	100	
Arisia TV: Tape Stock	150	75	
Dance: DJ Equipment	100	100	
Con Photographer: Photography	-	50	
Hotel: Engineering/Video Install	250	-	
Technical: Admin	100	50	
Technical: Clearcom	250	200	
Technical: Lighting	600	600	
Technical: Sound	300	-	5,325
Member Services Expenses			
Admin	100	50	
Babysitting: Admin	25	25	
Babysitting: Pagers	100	-	
Babysitting: Payroll Processing	75	75	
Babysitting: Legal Expenses	500	-	
Babysitting: Supplies	50	50	
Babysitting: Salaries	600	600	
Babysitting: Food	100	100	
Babysitting: Payroll Taxes	50	75	
Babysitting: Programming	-	75	
Fanzine Lounge: Food	350	-	
Fanzine Lounge: Fanzine	200	200	
Massage Den	-	200	
Consuite: Food	2,500	2,500	
Party Czar: Party Seeding Stock	200	200	
Green Room: Food	800	1,000	
Registration: Ack Postcards	150	150	
Registration: Admin	50	50	
Registration: Badge Holders/Clips	600	450	
Registration: Badge Stock	200	1,100	
Registration: Forms	200	200	
Registration: Work Sessions	100	100	
Staff Den: Food	1,000	1,250	
Internet Room/Internet Line	400	400	
ALS signers	-	1,800	10,650
Guest Expenses			
GoH: Admin	200	50	
GoH: Food	700	500	
GoH: Travel: WGoH	1,500	500	
GoH: Travel: AGoH	500	800	
GoH: Travel: FGoH	700	50	
GoH: Art Shipping & Insurance	-	500	
Special Guest - Gaming Guest	-	200	
Special Guest - Filk Guest	-	300	
Special Guest - Costume Guest	-	700	3,600
Marketing Expenses			
Marketing: Ad Sales Solicitation	200	200	
Marketing: Admin	300	100	
Marketing: Advertising	200	200	

Marketing: Press Kits	50	50	
Marketing: Parties	2,000	1,500	
Marketing: Flyers	250	200	2,250

Publications Expenses

Pubs: Admin	150	50	
Pubs: At-Con Newsletter	550	550	
Pubs: Mass Mailer: Repro	2,500	750	
Pubs: Mass Mailer: Postage	1,500	800	
Pubs: Pocket Program	2,500	500	
Pubs: Large Print Pocket Program	100	100	
Pubs: PreReg Packet: Repro	300	300	
Pubs: PreReg Packet: Postage	400	400	
Pubs: Program Book	6,000	6,000	
Pubs: Program Book Color Insert	-	6,000	
Pubs: Program Updates	-	-	
Pubs: Restaurant Guide	200	200	
Pubs: Pocket Program in Braille	-	200	
Pubs: Large Print Restaurant Guide	50	50	15,900

Hotel Expenses

Administration	100	50	
Errors	-	-	
Goodwill	-	-	
Cots (Sleepers)	80	-	
Corkage	500	500	
Banquets: Ice	200	200	
Electricity	500	300	
Tips	1,000	1,000	
Furniture Rental	-	-	2,050

Hotel/Banquets Expenses

Banquets: LARP Dance	400	200	
Banquets: Sunday Sundae	500	250	
Banquets: Artist Reception/Meet the Pros	2,500	600	
Banquets: Big Reception #1	-	1,200	
Banquets: Big Reception #2	-	800	
Banquets: Filking	350	400	
Banquets: Period Dance	500	200	
Banquets: Masquerade Green Room	400	400	
Banquets: Gopher Hole	300	300	
Banquets: Kaffeeklatches	-	400	
Banquets: Gaming	550	-	
Banquets: Pop Tart Café	-	200	
Banquets: Fast Track	-	200	
Banquets: GoH	600	600	
Banquets: Fanzine Lounge	-	750	6,500

Exhibits Expenses

Art Show: Admin	100	50	
Art Show: Forms	300	200	
Art Show: Logistics/Parking	-	-	
Art Show: Mailings	450	550	
Art Show: Shipping	160	160	
Dealer's Room: Admin	200	200	
Filking: Admin	-	-	
Student Writing Contest:			
Admin/Mailings	250	-	
Student Art Contest: Admin/Mailings	250	375	
Films: Film Rental	2,000	1,800	
Films: Film Rental Shipping	-	200	
Films: Equipment Rental/Repair	200	-	
Films: 35MM Projector	-	-	
Video Theatre: Equipment	300	-	
Anime Theatre	300	-	
Kids Anime	-	-	3,535

Events Expenses

Administration	100	50	
Robot Wars	500	-	
WGOH Event	100	-	
AGOH Slide Show	100	-	
FGOH Event	500	-	
Big Event 1	500	500	
Big Event 2	500	300	
Big Event 3	-	-	
Small Event 1	100	100	
Small Event 2	100	100	
Small Event 3	100	100	

Small Event 4	100	-	
Sunday Sundae (Ice Cream)	-	500	
Masquerade: Admin	100	100	
Masquerade: Ribbons	-	100	
Masquerade: Photocopying	200	200	
Period Dance	50	50	2,100

Programming Expenses

Information Shop	50	50	
Admin	150	50	
'Thank You' Notes	150	150	
Phone calls / Photocopying	200	100	
Gaming: Admin	100	100	
LARP	-	250	
Fast Track	450	450	
Program Guest Liaison	-	-	
Program Packets	300	300	
Cloisonné pins (in guest packets)	-	300	
Mailer: Repro	800	400	
Mailer: Postage	800	800	
Infinite Improbability Drive	200	200	
Program Ops	250	250	
Program AV	150	150	3,550

Total Income	65,820	66,905	
Total Expenses	60,765	64,285	
Net Income (Loss)	5,055	2,620	

Arisia '03 Budget Proposal – Summary by Attendance

	2200+	2250+	2300+	2350+	2400+	2450+	2500+	2550+	2600+	2700+
Attendance										
Reg Income	51,475	52,650	53,815	54,985	56,155	57,325	58,475	59,665	60,835	63,174
Other Income	8,430	8,430	8,430	8,430	8,430	8,430	8,430	8,430	8,430	8,430
ConChair	2,650	2,650	2,650	2,650	2,650	2,650	2,650	2,650	2,650	2,650
Treasury	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200
Ops/Comm	3,675	3,725	3,775	3,825	3,875	3,925	3,975	4,025	4,075	4,175
Con Services	5,025	5,075	5,125	5,175	5,225	5,275	5,325	5,375	5,425	5,525
Memb Serv	9,650	9,800	9,950	10,100	10,350	10,500	10,650	10,800	10,950	11,250
Guests	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600
Marketing	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250
Publications	9,600	9,650	9,700	9,750	15,800	15,850	15,900	15,950	16,000	16,100
Hotel	2,050	2,050	2,050	2,050	2,050	2,050	2,050	2,050	2,050	2,050
Hotel/Banquets	5,300	5,500	5,700	5,900	6,100	6,300	6,500	6,700	6,900	7,300
Exhibits	3,535	3,535	3,535	3,535	3,535	3,535	3,535	3,535	3,535	3,535
Events	1,800	1,850	1,900	1,950	2,000	2,050	2,100	2,150	2,200	2,300
Programming	3,550	3,550	3,550	3,550	3,550	3,550	3,550	3,550	3,550	3,550
Total Income	59,905	61,080	62,245	63,415	64,585	65,755	66,905	68,095	69,265	71,604
Total Expenses	54,885	55,435	55,985	56,535	57,085	57,635	58,185	58,735	59,285	61,485
Net Income	5,020	5,645	6,260	6,880	7,500	8,120	8,720	9,360	9,980	10,119

Membership/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

Executive Board

President Joel Herda 17 Heath St, Apt 3 Somerville MA 02145 president@arisia.org	Arisia 2003 Conchair Skip Morris PO Box 542 Merrymack, NH 03054-0542 conchair@arisia.org
Vice President Noel Rosenberg PO Box 464 Chelmsford MA 01824-0464 vp@arisia.org	Arisia 2003 Treasurer Alex Latzko 82 Cliff Rd Milton MA 02186 treasury@arisia.org
Treasurer Nicholas Sheckman 75 Lexington Avenue Somerville MA 02144 treasurer@arisia.org	Arisia 2004 Conchair Carsten Turner  conchair@arisia.org
Clerk Paul Selkirk 112A Marblehead St N Reading MA 01864-1526 clerk@arisia.org	

Storage Facility Key Holders

Brendan Quinn
Colette Fozard
Nicholas Sheckman
Paul Selkirk
Elka Tovah Menkes
Noel Rosenberg
Skip Morris
Carsten Turner
Linda Nee
Cris Shuldiner
Bryttan Bradley

Committee Members & Corporate Appointed Officers

Grant Committee Noel Rosenberg (chair)	Database Committee Michelle McGuire Tom Murphy Paul Selkirk Cris Shuldiner
Budget Committee Nicholas Sheckman (chair) Alex Latzko	Long Range Planning Committee Cris Shuldiner (chair) Walter Kahn Sheeri Kritzer
Corporate Inventory Control Linda Nee	Corporate Sales Officer Nicholas Sheckman
Corporate Systems Administrator Cris Shuldiner	Survey Committee Claudia Mastroianni
Gaming Convention Exploratory Committee (vacant)	Technical Equipment Committee Joel Herda (chair) Liz Orenstein

Membership Roster

Christopher Amshey	Rob Bazemore
Bridget Boyle	Brian Cooper
Tom Fish	George Flynn
Tracy Fogarty	Colette H. Fozard
Joel Herda	Lisa Hertel
Zanne Labonville	Alex Latzko
Benjamin Levy	Claudia Mastroianni
Patrick McCormack	Craig McDonough
Michelle McGuire	Erik J. Meyer
Skip Morris	Tom Murphy
Linda M. Nee	Elizabeth Orenstein
Brendan Quinn	Mary Robison
Noel Rosenberg	Matthew Saroff
Paul Selkirk	Nicholas Sheckman
Cris Shuldiner	Rachel Silber
Carsten Turner	

Calendar of Events

October 4-6, 2002

Albacon 2002

Ramada Inn, Schenectady, NY

October 4-6, 2002

Trinoc*coN 2002

Durham Marriott, Durham, NC

Sunday, October 13, 2002, 2:00 PM

Arisia '03 Concom Meeting

Executive Annex Room, Boston Park Plaza

Tuesday, October 15, 2002, 7:00 PM

Arisia Corporate Meeting

Arisia Storage, Somerville MA

November 2, 2002

Con*Cept 2002

Days Inn, Montreal, Quebec, Canada

Sunday, November 17, 2002, 1:00 PM

Arisia '03 Concom Meeting

MIT Building 66, Room 168, Cambridge, MA

Sunday, November 17, 2002, 2:00 PM

Arisia Corporate Meeting

MIT Building 66, Room 168, Cambridge, MA

Sunday, December 1, 2002, 2:00 PM

Arisia '03 Concom Meeting

Location TBA

December 13-15, 2002

Philcon 2002

Center City Marriott Hotel, Philadelphia, PA

Thursday, December 26, 2002

Arisia '03 Concom Meeting

Location TBA

Monday, December 30, 2002, 7:00 PM.

Arisia Corporate Meeting

Latzko residence, Milton MA

January 17-19, 2003

Arisia '03

Boston Park Plaza Hotel, Boston MA

Sunday, January 19, 2003, 4:00 PM

Arisia Corporate Meeting

Boston Park Plaza Hotel, Boston MA

ARISIA, Incorporated
Building 600, PMB 322
1 Kendall Square
Cambridge, MA 02139