



Mentor

The corporate newsletter of Arisia, Incorporated

Volume 13, Issue 101

September - October 2000

Minutes of the September Meeting

Date, Time and Place: The Annual Meeting of the General Membership of ARISIA, Incorporated was called to order at 2:29 PM on Sunday, 17 September 2000 in Building 66 of the MIT Campus in Cambridge, MA.

In Attendance: Tom Coveney, Adam Ek, Ailsa Ek, George Flynn, Brendan Hertel, Lisa Hertel, Patrick McCormack, Craig McDonough, Elka Tovah Menkes, Skip Morris, Tom Murphy, Noel Rosenberg, Cris Shuldiner, Rachel Silber, and Patricia Vandenberg.

The Clerk recalls handing around a sign-in sheet, but is embarrassed to admit that he can not find it and has berated himself severely accordingly. If his memory of the attendees of the Annual Meeting is faulty, please accept his apologies and submit a correction at the next meeting.

• Proxies

Paul Selkirk to Cris Shuldiner,
Walter Kahn to Elka Tovah Menkes
Drea Brandford to Tom Murphy,
Brendan Quinn to Noel Rosenberg,
Rachel Silverman to Cris Shuldiner
Tracy Fogarty to Rachel Silber

• Minutes of the Previous Meeting

The Clerk is additionally embarrassed to have to admit that Marshall Ellis has been a member for all of ARISIA Incorporated's Fiscal Year '00 and has not been listed as such on the Corporate Roster. Profound apologies to Mr. Ellis; this situation has been corrected.

• President's Report (Noel Rosenberg)

I've got nothing substantial to report, and I'm not running for the position of El Supremo again – instead, I'm gonna try to run a Con. Business will carry on next year.

• EBoard Report (Noel Rosenberg)

Nada.

• **Vice President's Report** (Cris Shuldiner)
No Report.

• **Grant Committee** (Cris Shuldiner)
There's a grant to consider under Old Business.

• **Treasurer's Report** (Skip Morris)
The Corporation has approximately \$43,600 in cash; \$1,000 in assets in the form of prepaid accounts at various vendors; the Grant Fund is between \$5,200 and \$5,300; there's a Snow Fund and it's got \$15,000 in it; the Audit Fund has some number greater than \$700 in it. Oh, yeah, there's also several thousand dollars between the two Convention Accounts.

• **Budget Committee Report** (Skip Morris)
Now, about this Convention Budget . . . (Editor's Note: The Chair exercises his Prerogative to defer this discussion to New Business).

• **Clerk's Report** (Tom Murphy)
The Clerk ran through his usual spiel about signing in; that reports and motions should be submitted in writing or suffer the possibility of transcription errors; that major items of new business be presented to the EBoard for consideration before presentation to the Membership; and that dues for joining the Corporation were \$24 at this meeting and \$22 thereafter,

Upon Request, the Clerk has verified that all submitted Proxies are valid for this meeting.

• **Convention Chair '00** (Elka Tovah Menkes for Paul Selkirk)

The Con is still over.

• **Convention Treasurer '00** (Elka Tova Menkes for Nicholas Shectman)

Books still aren't closed yet.

• **Convention Chair '01** (Elka Tovah Menkes)
We made a budget. We want it voted on.

- **Convention Treasurer '01** (Elka Tovah Menkes for Woody Bernardi)
There haven't been many expensed to date.
- **Corporate Inventory Control** (Macgyvette for Carsten Turner)
Not Present / No Report.
- **Corporate Systems Administrator** (Cris Shuldiner)
Electrons go in; Electrons go out.
- **Long Range Planning Committee**
(Tom Murphy for Paul Selkirk, Chair)
We've been rather lame.
- **Corporate Sales** (Nicholas Shectman)
Not Present / No Report (but Cris says they managed to get rid of a lot of T- and Sweat-Shirts).
- **Survey Committee** (Ben Levy)
Not Present / No Report.
- **Records Task Force** (Ben Levy)
Not Present / No Report

- **Old Business**

The Membership voted once upon a time to start a second, low-key gaming-oriented convention to be held in the Summer Months. No volunteers have come forward yet to organize this event. This Item remains Open Business for the next Fiscal year.

Regarding the Recommendation of the Grant Committee:

MOVED to grant MassFen \$750.00 with and additional \$750.00 available on a \$1 for \$1 matching basis with MassFen Advertising revenues.

By vote of the Membership 12-3 in favor of the grant with 2 abstentions, the motion CARRIES.

The Corporate Treasurer was directed to cut a check to MassFen.

- **New Business**

MOVED to delay Elections until later in the Meeting.

There being no objection, the Chair re-writes the Agenda.

The Chair forms a Committee of the Whole to discuss the Arisia '01 Budget. After substantial discussion, the Membership decides to send the Convention Budget back to the Budget Committee for a re-work. The same consensus was reached regarding the Corporate Budget. The new Budgets are expected to be submitted to the Clerk in time to be published in the Mentor preceding the November General Meeting of the Membership.

Elections

For President, Brendan Quinn, Cris Shuldiner and Nicholas Shectman run.

First round of voting is 9 for Brendan, 7 for Cris, and 3 for Phi.

Second round is 11 for Brendan, 8 for Cris. Brendan Quinn elected President of ARISIA Incorporated.

For Vice President, Nicholas Shectman runs.

MOVED to direct the Clerk to cast one vote for Nicholas Shectman. Motion CARRIES. The Clerk is directed to cast one vote for Phi. Nicholas Shectman is elected Vice President of ARISIA Incorporated by Acclimation.

For Treasurer, Skip Morris runs.

MOVED to direct the Clerk to cast one vote for Skip Morris. The Motion FAILS.

The vote is 11 For Skip Morris for Treasurer; 6 votes of No Confidence, and 4 abstentions. Skip Morris is elected Treasurer of ARISIA, Incorporated.

For Clerk, Tom Murphy runs.

MOVED to direct the Clerk to cast one vote for Merv. Motion CARRIES. The Clerk is directed to cast one vote for Merv. Tom Murphy is elected Clerk of ARISIA Incorporated by Acclimation.

On the matter of fixing Dates and Times for Future Meetings of the General Membership of ARISIA, Incorporated:

MOVED to Cancel the October Meeting.
Motion CARRIES.

MOVED to set the November meeting for 7:30 PM Wednesday, 01 November 2000 at the 1st Floor LunchRoom of MIT Building W92.

Motion CARRIES.

MOVED to set the December meeting for 2:00 PM Sunday, 10 December 2000 at The Usual Room in MIT Building 66.

Motion CARRIES.

MOVED to spend \$1850.00 on FRC Radios (for convention use; some of one model for Security, some of another model for Ops/Hotel Liaison/STAFF use). NOTED that this does not cover a license required from the FCC for the higher-powered models.

Motion CARRIES.

- **Announcements**

Noel says he needs help with Arisia '02.

Elka announces the opening of her store. See her for details.

Meeting Adjourns at some unrecorded but reasonable time.

Minutes of the EBoard Meeting 10 October 2000

Present at this regularly scheduled meeting of the Executive Board was Brendan Quinn, Nicholas Shectman, Skip Morris, and Tom Murphy.

The EBoard appears willing to discard the idea of installing a 220 volt jack in Storage because we're losing the building in about a year.

The situation regarding some missing artwork was again discussed. The Clerk was directed to contact the Arisia '00 ConChair to determine the status of this situation.

Noting that Committees serve until replaced, ideas for populating committees were bandied about. Persons will be contacted, and committees will be announced at a General Meeting of the Membership.

The Long Range Planning Committee will be charged with finding new storage space for the Corporate Inventory of ARISIA, Incorporated.

It has been determined that it is too easy for the various ARISIA Volunteers to spend money; further, the paperwork to track these expenditures is almost non-existent. This issue will be discussed in depth in the future. For the time being, the EBoard has decided that the Corporate Treasurer will pay all bills as they arrive, and will track down what internal entity should have paid it when time permits, and the Corporation will be reimbursed for it; the above notwithstanding obvious Convention Expenses being paid directly by the Convention.

Executive Board

President Brendan Quinn 309 Lake Street Waltham MA 02451 president@arisia.org	ARISIA 2001 ConChair Elka Tovah Menkes 32 Park Street #1 Brookline MA 02446 etm@world.std.com
Vice President Nicholas Shectman 75 Lexington Avenue Somerville MA 02144 vp@arisia.org	ARISIA 2001 Treasurer Woody Bernardi 164 Prince Street Boston MA 02113-1034 con-treasurer@arisia.org
Treasurer Skip Mrris PO Box 542 Merrymack, NH 03054-0542 603 888 5567 morris@mv.mv.com	ARISIA 2002 ConChair Noel Rosenberg PO Box 464 Chelmsford MA 01824-0464
Clerk Tom "Merv" Murphy 42 Sunset Road Somerville MA 02144 Marvmerv@astro.umass.edu	ARISIA 2002 Treasurer

Committee Members & Corporate Appointed Officers

Corporate Systems Administrator Cris Shuldiner	Budget Committee Skip Morris
Corporate Inventory Control Carsten Turner	Corporate Sales Officer Nicholas Shectman
Long Range Planning Committee Paul Sekirk Tom Murphy Cris Shuldiner	Grant Committee Nicholas Shectman Cris Shuldiner Walter Kahn
Survey Committee Ben Levy	Records Task Force Ben Levy
Official Mermaid The Manatee	

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 \$24.00. 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

Membership Roster

Rob Bazemore	Craig McDonough
Drea Brandford	Elka Tovah Menkes
Brian Cooper	Skip Morris
Tom Coveney	Tom "Merv" Murphy
Adam Ek	Brendan Quinn
Ailsa Ek	Mary Robison
Marshall Ellis	Noel Rosenberg
Tom Fish	Matthew Saroff
George Flynn	Paul Selkirk
Tracy Fogarty	Nicholas Sheckman
Glen R. Goodwin	Cris Shuldiner
Brendan Hertel	Rachel Silber
Lisa Hertel	Rachel Silverman
Walter Kahn	Carsten Turner
Allan Kent	Pat Vandenberg
Patrick McCormack	

Calendar of Events

Thursday through Sunday, 26-29 October 2000

World Fantasy Convention

Corpus Christi, TX

Wednesday, 01 November 2000, 7:30 PM

ARISIA Corporate Meeting

1st Floor LunchRoom of MIT Building W92

Thursday, 09 November 2000

Arisia '01 ConCom Meeting

Time and Place TBD

Friday through Sunday, 10-12 November 2000

United Fan Con

Springfield, MA

Friday through Sunday, 10-12 November 2000

Windycon XXVII

Schaumburg, IL

Friday through Sunday, 17-19 November 2000

PhilCon 2000

The Adam's Mark Hotel, Philadelphia PA

Sunday, 10 December 2000, 2:00 PM

ARISIA Corporate Meeting

The Usual Room at MIT Building 66

Sunday, 17 December 2000

Arisia '01 ConCom Meeting

Time and Place TBD

Friday through Sunday, 12-14 January 2001

Arisia '01

Featuring Lois McMaster Bujold, Wojtek Siudmak, and Wombat, AKA - jan howard finder.

Sunday, 14 January 2001, Time TBA

ARISIA Corporate Meeting

Small Tent, Arisia '01

Friday through Sunday, 16-18 February 2001

Boskone 38

Sheraton Framingham, Framingham MA

Friday through Sunday, 23-25 March 2001

Lunacon 2001

The Rye Town Hilton, Rye Brook NY

Friday through Sunday, 30 March – 01 April 2001

I-CON 20

SUNY – Stony Brook, Stony Brook NY

Friday through Sunday, 25-28 May 2001

Balticon 35

Baltimore Omni Inner Harbor Hotel, Baltimore MD

This is the current state of the A01 budget after much work from the division heads and the budget committee. It represents what I consider to be fairly conservative income figures and a bottom line, in cash terms, similar to that of previous budgets. The budget committee will go over this budget before the corporate meeting looking for errors, and if we find any there will be a motion to correct them, but we don't anticipate any large changes. We may also decide to change the format in which we present this budget at the corporate meeting, but if we do, the substance of the budget will be unchanged.

-/phi

(Cash) Income					
	Advertising Income		\$500.00		
	Art Show				
		Commissions	\$550.00		
		Mailin Fees	\$350.00		
		Space Fees	\$2,100.00		
		Print Shop Fees	\$200.00		
	Total Art Show		\$3,200.00		
	Babysitting Fees		\$350.00		
	Dealers				
		Dealers Room Fees	\$1,750.00		
		Dealers Table Fees	\$2,650.00		
	Total Dealers		\$4,400.00		
	Registration				
		Prereg			
		\$25	\$4,650.00		186
		\$30	\$14,500.00		483
		\$40	\$2,500.00		63
		Other	\$800.00		30
	Total Prereg		\$22,450.00		762
	At Con				
		\$5	\$50.00		badge replacements
		\$15	\$400.00		27
		\$20	\$250.00		13
		\$25	\$7,000.00		280
		\$35	\$2,750.00		79
		\$40	\$16,000.00		400
	Total At Con		\$26,450.00		799
	Total Registration		\$48,900.00		1561
	Sunday Sundaes Tickets		\$1,200.00		150 at \$3, 300 at 2 for \$5
	Interest		\$100.00		
	Hotel Room Reimbursements		\$1,265.00		see appendix 1
	Total (Cash) Income			\$59,915.00	
	(Noncash) Income				
	Prereg \$8 (Earned Comps)		\$1,400.00		
	Total (Noncash) Income			\$1,400.00	
	Grand Total Income				\$61,315.00
	Expenses				
	Administration				
		ConChair Admin	\$100.00		
		Contingency Fund	\$1,750.00		
	Total Administration		\$1,850.00		
	Treasury				
		Admin	\$100.00		
		Bank Fees	\$100.00		
		Credit Card Fees	\$700.00		
		Insurance			
		Property	\$1,500.00		
		Liability	\$500.00		

		Total Insurance	\$2,000.00			
	Total Treasury		\$2,900.00			
	Guests					
		Admin	\$200.00			
		Food	\$500.00			
		Travel				
		WGoH	\$300.00			
		AGoH	\$1,750.00			
		FGoH	\$250.00			
		Total Travel	\$2,300.00			
		Art Shipping & Insurance	\$2,500.00			
		GoH Dinner	\$400.00			
	Total Guests		\$5,900.00			
	Hotel					
		Admin	\$100.00			
		Banquets				
		Sunday Sundae	\$1,000.00			
		Art Reception / Meet The Pros	\$1,500.00			
		Filking	\$300.00			
		Period Dance	\$600.00			
		Masquerade Green Room	\$200.00			
		Kaffeeklatschen	\$300.00			
		Ice	\$200.00			
		Total Banquets	\$4,100.00			
		Corkage	\$500.00			
		Electricity	\$1,000.00			
		Tips	\$750.00			
		Furniture Rental	\$0.00			
		Engineering - Video	\$300.00			
		House Telephones	\$400.00			
		Outside Telephones	\$400.00			
	Total Hotel		\$7,550.00			
	Events					
		Admin	\$25.00			
		Big Event 1 (AGoH?)	\$700.00			
		Small Event 1 (WGoH?)	\$100.00			
		Small Event 2 (FGoH?)	\$100.00			
		ArisiaTV				
		Incidentals	\$100.00			
		Videotape	\$150.00			
		Total ArisiaTV	\$250.00			
		Art Show				
		Admin	\$100.00			
		Forms	\$300.00			
		Mailings	\$450.00			
		Shipping	\$160.00			
		Total Art Show	\$1,010.00			
		Dealers Room Admin	\$200.00			
		Masquerade Admin	\$100.00			
		Masquerade Photocopying	\$200.00			
		Period Dance	\$50.00			
		LARP Dance DJ Equipment	\$50.00			possible contingency item
		ASCAP/BMI Fees	\$200.00			
		Student Writing Contest Admin	\$250.00			
		Student Artist Contest Admin	\$250.00			
		Tech				
		Admin	\$100.00			
		Clearcom	\$250.00			
		Lighting	\$600.00			
		Sound	\$300.00			

		Total Tech		\$1,250.00			
		Films (film rental)		\$1,500.00			
		Anime Theatre		\$300.00			
		Kids Anime		\$300.00			
		Video Theatre					
		Equipment		\$900.00			for projection -- try to get 60" rear-proj. Tv instead?
		Licensing		\$600.00			this actually covers anime too
		Total Video Theatre		\$1,500.00			
		Total Events			\$8,335.00		
		Marketing and Publications					
		Marketing					
		Ad Sales		\$200.00			
		Admin		\$300.00			
		Advertising		\$650.00			of which 170 paid to A00
		Parties		\$1,200.00			
		Total Marketing		\$2,350.00			
		Publications					
		Admin		\$150.00			
		At Con Newsletter		\$550.00			
		Flyers		\$250.00			
		Mass Mailer					
		Repro		\$1,075.00			
		Postage		\$425.00			
		Total Mass Mailer		\$1,500.00			
		Pocket Program		\$2,000.00			
		Prereg Packet					
		Repro		\$250.00			
		Postage		\$350.00			
		Total Prereg Packet		\$600.00			
		Program Book		\$4,500.00			
		Restaurant Guide		\$450.00			
		Total Publications		\$10,000.00			
		Total Marketing and Publications			\$12,350.00		
		Operations					
		Admin		\$100.00			
		Communications		\$450.00			
		Gopher Hole					
		Admin		\$50.00			
		Ribbons		\$350.00			of which 300 paid A00
		T-Shirts		\$1,375.00			
		Total Gopher Hole		\$1,775.00			
		Logistics		\$1,000.00			
		Ops Desk		\$100.00			
		Security					
		Supplies		\$125.00			
		Details (rentacops)		\$1,200.00			48 hours times x \$25/hr
		Total Security		\$1,325.00			
		Sign Shop		\$50.00			
		Total Operations			\$4,800.00		
		Programming					
		Admin		\$500.00			
		Fast Track		\$450.00			
		Gaming		\$100.00			
		Program Packets		\$300.00			
		Program Mailer					
		Repro		\$800.00			

		Postage	\$800.00			
		Total Program Mailer	\$1,600.00			
		Strange Fannish Stuff	\$200.00			
		Program Ops	\$250.00			
		Program AV	\$150.00			move to tech?
		Total Programming	\$3,550.00			
		Member Services				
		Admin	\$100.00			
		Babysitting				
		Admin	\$75.00			
		Pagers	\$100.00			
		Payroll Service	\$75.00			
		Salaries	\$600.00			
		Food	\$100.00			
		Taxes	\$50.00			
		Total Babysitting	\$1,000.00			
		Con Suite (food)	\$2,500.00			
		Party Czar	\$200.00			
		Green Room (food)	\$800.00			
		Fanzine Lounge	\$350.00			
		Information Desk	\$50.00			goes to ops?
		Internet Room	\$400.00			goes to events?
		Registration				
		Ack Postcards	\$0.00			was 130
		Admin	\$50.00			
		Badge Holders	\$300.00			
		Badge Stock	\$150.00			
		Forms	\$150.00			
		Total Registration	\$650.00			
		Staff Den (food)	\$1,000.00			
		Total Member Services	\$7,050.00			
		Total (Cash) Expenses			\$54,285.00	
		(Noncash) Expenses				
		Gopher Hole: Earned Comps	\$1,500.00			
		Storage	\$3,500.00			
		Art Show Equipment (depreciation)	\$500.00			
		Tech & Film Equipment (depreciation)	\$750.00			
		Total (Noncash) Expenses	\$6,250.00			
		Grand Total Expenses			\$60,535.00	
		Net (Cash) Income			\$5,630.00	
		Net (Grand Total) Income			\$780.00	

Appendix 1: Hotel Room Usage						
	Rooms	Nights	RNs	Rate	Total	
Con Suite	3	4	12	\$115.00	\$1,380.00	
Staff Den	2	2	4	\$115.00	\$460.00	
Green Room	2	2	4	\$115.00	\$460.00	
Babysitting	2	3	6	\$115.00	\$690.00	
Fanzine Lounge	1	2	2	\$115.00	\$230.00	
Contractual Airline Rooms (Logistics?)			6	\$115.00	\$690.00	
Writer GoH	1	3	3	\$115.00	\$345.00	
Artist GoH	1	3	3	\$115.00	\$345.00	
Fan GoH	1	4	4	\$115.00	\$460.00	
Total Hotel Room Usage	13		44		\$5,060.00	
Contractual Comps			32	\$115.00	\$3,680.00	
Contingent Comps		23	\$115.00	\$2,645.00		
Total Comps		55		\$6,325.00		
Net Hotel Room Reimbursement				\$1,265.00		

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