

Attendance

Adrian Smith
Amanda Rainey
Anna Hepworth
Ben Casey
Brian Trump
Catherine Jemma de Croy
Cathy Cupitt
Chris Creagh
Chris Coman
David Cake
Desiree Heald
Doug Burbidge
Elaine Walker
Elizabeth Trump
Frames
Gareth Lee
Gary Hoff
Helen Creagh
Ian Lackie
Isobel White
Jack Bridges
Kim Fenwick
Laura Hodge
Lexi Hemsley
Margaret Watts
Michael Baker
Perky Raj Khangure (PRK)
Peter Lyons
Rachel Turner
Rohan Wallace
Ruth Turner
Sarah Parker
Stephen Griffiths
Stephen McGlone

Meeting Opened

- It was determined that a quorum was present.
- Last call for nominations for the Board of WASFF
- Last call for bids for WARSFC (i.e. Swancon) for 2017
- Meeting declared open at 16:11.

Apologies

- Samara Morgan.

1. Consideration of the minutes of the previous AGM

- Section 5, page 2 - ‘except’ should be ‘accept’.
- p1 – ‘Cathy’, two mentions, should be ‘Cathy Cupitt’; p3 – another such.

- p2, section 6 ‘non voting’ should be ‘non-voting’.
- Motion: that the minutes be accepted with corrections. Moved: Ruth Turner; seconded: Rachel Turner. Carried.

Matters Arising from previous AGM

- From Chair’s report – grants: Cathy reports. There have been 2 grants. One has been accepted, and the money has been disbursed for that - \$500 to Frames to pay local artists to create art for a card game. This was play-tested at Swancon. A second grant is in progress.
- Ruth Turner – what if anything happened with auditing? Jack Bridges reports that the board decided not to go to audit.

Chair’s Report

- Several years ago two individuals were involved in an intimate relationship.

The relationship was mutually emotionally traumatic.

One of those individuals requested that the board refuse membership to the other.

The board ruled that mental harm was caused. The board did not make any judgment that harm was intended, only that it was caused. The board made this finding on the balance of probability (and not on the basis of "beyond reasonable doubt") and based on the information presented. The board specifically did not rule on any other allegations. We do not intend this ruling to reflect on anyone's past or present character.

On this basis an individual was requested not to attend Swancon 2015. The board was not asked to determine if actual mental harm was mutual.

We acknowledge that in our first attempt to resolve this matter, we overlooked one of our own rules requiring that the principles of natural justice be applied. The board formally apologises to the individual excluded for the distress this caused.

The current process even in its fairest application is very likely to cause distress to all parties. In addition, this instance has highlighted issues with our current regulations and processes. Amongst other issues, we have realised that this process is asymmetric depending on who is and is not a WASFF member at the time of the complaint. We will be reviewing these issues as soon as practical.

- The rest of the year has been steady as she goes; nothing particular to report.
- Motion: that the chair's report be accepted. Moved: Helen Creagh; seconded Lexi Hemsley. Carried.

Treasurer’s Report

- Reports provided are first draft, received this week, so not tidied up with book-keeper.
- Ruth Turner – query – does this report indicate that WASFF is in surplus, and that SwanCon 2014 made a surplus? Jack – the loss reported is an artifact of the way that the books have been cleared, because there is \$500 left in the account for 3 unrepresented cheques, which is sitting as a net deficit on an empty account; there was ~\$19,000 surplus.
- PRK adds that there was a request from Supanova to pay for our share of Jim Butcher’s airfare. It appears that the cheque was written and cashed, but as the book-

keeper has the physical records, so we can't check that right now. If this has not been paid, ~\$1300. Ruth Turner asked implications – surplus is then ~\$18,000.

- Cash in hand – right now:

| | | |
|--------------------------------|-----------|-------------|
| WASFF | 451533495 | \$7,395.50 |
| Swancon 2016 | 451535781 | \$500.00 |
| Swancon 2015 | 451539752 | \$22,307.55 |
| WASFF interest-bearing account | 505487641 | \$20,834.85 |

- Query regarding small grants – Jack – this comes out of the WASFF page, but as this was disbursed in 2015, not included in this report.
- Note that these balances do not include the \$3,000 currently out in floats; or the cash taken at this convention.
- It appears that this convention has broken even; this was despite the permission provided to run at a loss, given that it was the NatCon and the 40th, and a large venue.
- Motion of thanks to the con committees of 2013, 2014, 2015. Moved: Catherine Jemma; seconded Ruth Turner. Carried by acclamation.
- Jack Bridges – retained earnings line in the statement of financial position– showing at \$9,000 deficit. Last year had \$24,000, so this is an improvement. Technically, this is accumulated surpluses and deficits over the lifetime of the organisation. At this point, we are working that towards a positive number, but having a sequence of successful conventions. i.e. recovering from the poor position from 4 years ago. This is started from when we took the books to the book-keeper, so runs over 4 years, as this is all the detail that the book-keeper has access to. Thus, our long term tracking is improving.

Administrator's Report

- Nothing to report.
- Motion: that the treasurer and administrator's reports be accepted. Moved: Ruth Turner; seconded: Desiree Heald. Carried.

CSC Chair Report

- The process to select a committee in the absence of a bid went well, and we have a bunch of people doing a good job.
- We have reviewed the budgeting process. We now have a budget template for the convention treasurer to start from, which includes documentation of what each line item includes. This is learning from the experience of the past, should go well going forwards.
- Ran a two stage process to get a logo and style guide for SwanCon going forward. Stage one was requirements, which were circulated for commentary. Also call out for people to provide suggestions of people that might be able to develop this, who might have an understanding of the community and the needs that we might have of a logo. There was one suggestion – Raivans. Now we have something, and thanks to Amanda Rainey from Raivans.
- Now looking at the way that we use the institutional memory in ways that we don't crush the creativity of the con com.
- The sub-committee is currently not working well. The treasury is working because we have enough people; marketing and PR are not because there aren't the people.

There is variance between what the SwanCon committees think the CSC is there for, compared with the resources and availability of the CSC.

- This coming year we are hoping to produce a marketing plan, along the lines of the treasury.
- Motion: that the CSC chair's report be accepted. Moved: Ruth Turner; seconded Elaine Walker. Carried.

SwanCon 2014 report

Presented by Chris Coman.

- Raised between \$18 and \$19 thousand.
- Big thanks to the committee, and Samara in particular.
- The books are all closed.
- Thank you for letting me be part of this.

(applause in response)

SwanCon 2015 report

Presented by Stephen Griffiths.

- Treasurer has worked very hard.
- There is a convention happening – you should go to the program items, and tell the programmer that she has done a good job.
- Thanks to all the volunteers.
- 281 individual plus 40 first time members.
- Traders said that cost of doing business was too high. We need to look at a different pricing structure.
- Feedback from people who couldn't attend – too expensive to attend, in an income recession.
- Volunteer draw is too shallow.
- Suggestion of moving the timing of SwanCon.

(applause in response)

SwanCon 2016 report

Presented by Isobel White.

- FGoH – Fe Waters
- Aust GoH – Gillian Rubenstein/Lian Hearn
- GoH – Jane Espenson
- Running over Easter – clashes with the Natcon. SwanCon 2016 are in discussions with them. NatCon convenor is currently here at SwanCon 2015, so we can talk with her.
- Venue – still in negotiation
- Preliminary membership numbers as of 16:00: 13 concession, 25 full, 1 special (winner, masquerade).

Motion: that these three reports be accepted. Moved: Sarah Parker; seconded: Frames. Carried.

Appointment of an auditor

- This appears on the agenda to give us the choice of appointing an auditor, if we see the need.
- Ruth Turner – queried when the last time we were audited was.
- Jack Bridges – nine years ago.
- Ruth – the books look good, but there are other groups that haven't been audited in that time period having difficulties.
- Jack – we use a third party book-keeper, such that we already have some checks and balances.
- Michael Baker – Query – is it required for director's insurance?
- Michael Baker asked what the cost of an auditor would be. Answer – we can't get that in advance. Jack – fees for this report preparation was much lower, given that we have more
- Rachel Turner – how many years of data do we need for an audit?
- Jack – bookkeeper did not indicate that we don't have enough data. PRK – should be a year.
- Lexi – we have to hold 7 years, in case the government cares to investigate; not that we want to audit.
- Doug – no motion needed, move on.

Appointment of a returning officer

- Chris Coman moved motion that we accept Ruth Turner as returning officer, seconded Catherine Jemma. Carried.

Election of an organising committee of the Western Australian science fiction convention

- Bid by Chris Coman – this is a very recently formed bid. Background - looking at the ways that we might be able to reduce the overhead for running a convention. This bid is for SwanCon 42 – Life, The Universe, and Everything, a Con in three parts. Currently, bidding as convenor, looking for a second convenor. Hoping to return to Perth in the next two years, but that isn't certain. However, the last one I was convenor for, a lot of the work was done over Skype and similar, and this worked well. Chair – Chris Coman. Treasurer – Kim Fenwick – previously of early WaiCon. Marketing – Naomi Butcher. Secretary – Owen Godfrey. Further committee members to be added.
- Not interested in being appointed unopposed. Would like to go to vote, so that if necessary, WASFF/CSC can look for alternatives, if the response is not in favour of this group
- Query – Michael Baker – what happens if you can't get a second convenor? Chris – only have four people, if I can't recruit more people, I'm in trouble anyway
- Michael Baker – are you looking at mentoring someone as co-convenor?
- PRK – are you interested in running the NatCon? Chris Coman – this would be good, given that it is #42. Also, not necessarily going to be at Easter. One possibility would be Queen's Birthday long weekend.

- Doug Burbidge queries Dave Cake (NatCon business meeting chair) on the issue of bidding for a NatCon if we don't have a SwanCon committee? Dave Cake – if there is a successful bid tomorrow, then that will happen here. There is at least one other bid.
- Jack Bridges – objection to the Queen's Birthday Long Weekend – university staff/students will be unhappy.
- PRK – Easter is a make or break question – will you run at Easter? Chris Coman – I can't promise this, because I think we need to talk about this in the community.
- Ruth Turner – when is Easter in 2017? This year is conflicting with both Blazing Swan and too close to Oz Comic Con, but that might not be the case in future.
- Kim comments – some of the discussions from WaiCon on this topic – there are issues if other events move to Easter.
- Doug – I think this is a topic for the convention committee. Objection – this will affect people's votes.
- Lexi – will you consider requesting that other events run other times? CC – yes. I would rather that we run at Easter and they move, but they are much bigger, and throwing a lot more money at things. They will run when they run and we will suffer the consequences.
- Cathy Cupitt – moving the conversation – there have been quite a few innovations, such as the flash panels, different types of day memberships, this is very early, and all you have is the theme. Are you going to try some of those new kinds of things, or stick with previous formula? Chris Coman – open to new ideas, some of them won't be good. My bottom line is service. If we have a good idea, but it isn't going to work, then no.
- Cathy Cupitt – what kind of committee are you trying to put together? Chris Coman – Owen Godfrey, not someone I'm already friends with, and I think that helps the committee, and I think that is good. Would like a multi-generational committee. Need people who will do the work!
- Doug asked the people to disclose if they have been bankrupt or convicted. One of the proposed committee has previously been declared bankrupt, and this person will not be a signatory on the bank account.
- Motion to form an organising committee for the Western Australian Regional Science Fiction Convention:
A Western Australian Regional Convention shall be held in the year 2017.
The name of Convention shall be "Swancon 42: Life, the Universe and Everything"
The desired dates of the Convention are to be announced.
The Swancon committee shall be a sub-committee of the Convention Steering Committee and shall comprise: Convenor: Chris Coman, Treasurer: Kim Fenwick, Secretary: Owen Godfrey, Marketing Coordinator: Naomi Butcher.
And further committee members are to be announced.
The desired theme of the convention is "A con in three parts".
The Swancon committee undertakes to be bound by and operate under the Constitution and By-Laws of WASFF.

Moved Chris Coman, seconded Kim Fenwick. Motion put to secret ballot; carried.

Election of board members

The three year terms of Dave Cake, Sarah Parker, PRK are ending at this meeting. PRK is renominating; Dave and Sarah are not standing again.

Nominees

1. PRK
2. Margaret Watts
3. Desiree Heald
4. Stephen Griffiths
5. Adrian Smith

Speaking in alphabetical order by first name

Adrian:

- Interested in participating and want to give back; have been to many SwanCons. Have been overseas, and have now moved back to Perth. Am part of Izzy's team for next year's con; would like to join. Think I can bring to the group long standing member of community, fairly reliable, people trust me, experience from business of process and structure and getting things done.

Desiree:

- Been coming to SwanCon for several years, decided to nominate because if I'm going to sit and bitch I should get up and do something, because that really bugs me. I'm a teacher, have connections with the teaching community, and would like to strength connections between the two, to keep bringing people in to the community.

Margaret:

- Been coming to SwanCon for about 20 years. Not a good public speaker – part of the community, but I haven't been actively involved. I've realised that I've been sitting back and having opinions, and I think it is time to do something. Have been involved in other committee, which involved organising a national sailing comp.

PRK:

- Two key things I want to achieve – one is running the Aurealis Awards here on behalf of WASFF; the second is continue the work on the convention steering committee. Get it to a place where it just runs, so that we have the procedures and support for the new cons. I'm based in Melbourne, but I have been attending all meetings, either by Skype or in person. I'm involved in conventions elsewhere, bringing that info back

Stephen:

- Been involved in two out of the last three SwanCons, they have gone well, so I have experience of the way that the cons run. I have three things that I want to achieve: 1. reform the CSC, because we keep losing the founding convenors; 2. I think we should look at updating WASFF'S constitution so that it reflects the model clauses of current legislation, because it is old and strange; 3. I think that we could be doing more of an active role in promoting SF in the community, other than just the small grants.

- Doug specified that voting is optional preferential. Number some or all (ordering without numbers will be fine).
- Doug – time for questions from the floor.
- Frames – Would you be happy if WASFF was running more conventions than just SwanCon? Adrian – yes; Desiree – yes; Margaret – probably not at this stage; PRK

- it has both worked and not worked in the past, but if it is the way to promote SF yes; Stephen – as long as there are bids, yes.
- Ian Lackie – If you get on the WASFF board how do you ensure you achieve your aims? Stephen -I will draw upon my experience as a previous convenor and committee member to reform the CSC and use evidence-based policy based on best practice in the rest of Australia and overseas to reform WASFF’s constitution.. PRK – run the Aurealis Awards; ask to be elected to CSC; Margaret – I see myself as a set of fresh eyes. Don’t see myself as an initiator. Desiree – I’ve been told I’m very stubborn. Adrian – Consensus, and giving support to people who want to do things. Part of that will be the CSC review.
- Dave Cake – with the CSC review, should this be done within WASFF, or involving the wider community? Adrian – as many people as possible, but to be practical, aggregated by WASFF; Desiree – consultation with the community would be good, but primarily WASFF; Margaret – it has been going for three years, you should have enough data on whether it is working – ask the people who have run the cons, so community; PRK – yes, the wider community, anyone who has been involved in running cons, and anyone else in the community is interested; Stephen – will be talking to previous convenors and members of the CSC, and others outside who have been interacting. Also the way that other conventions run their con steering committees, and if there is anything we can learn from the way that they do things. We have a unique identity but we do learn from the way that other people/cons do things, especially WorldCon and other NatCons.

Election results

- Elected to the WASFF board for three year terms are Margaret Watts, PRK, Stephen Griffiths.

Motions on notice

“That the AGM direct the board undertake to review the structure and process of the CSC and report at the 2016 AGM.” Moved – Stephen Griffiths; Seconded Jack Bridges.

- Stephen Griffiths – speaking for the motion – CSC consists of immediate past con convenor; current con convenor; incoming con convenor. Also, members of the board, who report back to WASFF. We have sub-committees – modelled on the mentoring of past/present/future approach. Some of these work really well, others not so much. There has been a clear lack of communication about the role of the CSC, which has led to resignation of a convenor; we have lost convenors from each of the previous three cons – we need to revisit how this body works, the way that it interacts with WASFF, the degree to which WASFF can over-ride decisions (and vice-versa). There are also issues with concom burn out.
- Frames proposes an amendment – replace *“and report at the 2016 AGM.”* with *“, to begin in three months time and to conclude in six months time.”* moved – Frames; seconded – Stephen Griffiths.
- Frames – speaking for the amendment – when Samara initially prosed this, it was discussed that starting immediately isn’t good because of the history of convenors getting burnt out; we don’t think it should last too long because things tend to be let slide, and if we get a great solution, then we can implement.

- Rachel Turner – against – I agree that it has to be done quickly, but are you still expecting the report to be presented at the AGM, how is it to be reported?
- Frames – report to the board; via email; other options.
- Dave Cake – whatever the findings are, they need to be presented to a general meeting. Presumably we don't call an SGM, then it might be appropriate to have what might be complex recommendations early so that they can be discussed.
- Michael Baker – suggested that the motion be modified. Add the text “*and report at the 2016 AGM.*” Frames accepted this change.
- Rohan Wallace – doing it in a rapid time frame is desirable, but six months is an aspirational target, how is that going to be achieved? Three months is very short for that kind of review. Need to think about how that is going to be achieved.
- Adrian Smith – clarify the purpose of the review? To see what we have and how it is working; or is it to draft suggestions for changes, which come to an SGM/AGM.
- Dave Cake – one way to deal with the short time line would be to separate the review of how things are working from the recommendations. Might be that the review takes three months, then WASFF has the option to review for six months before the AGM.
- Amendment: add “, *to begin in three months time and to conclude in six months time from the date of this meeting.*” moved – Frames; seconded – Stephen Griffiths. Carried.
- Motion “*That the AGM direct the board undertake to review the structure and process of the CSC and report at the 2016 AGM, to begin in three months time and to conclude in six months time from the date of this meeting.*” Carried.

“*That by-law 6.13 be amended to read:*

6.13 Eligible voters for the Tin Duck Awards are members of the current WA Regional Science Fiction Convention including attending and supporting memberships, or are teen attendees as defined in regulation 9.3.2” Moved Doug Burbidge; Seconded Anna Hepworth.

- Doug – as the coordinator of the Tin Duck awards he had to throw out a vote from a person under 18 last year, as they were not eligible to vote under the current regulations.
- Rachel Turner – requested reading of 9.3.2. Doug – this is the regulation that defines teen attendees.
- Discussion points out that we need to amend 9.3.2.1 rather than/as well as this. 9.3.2.1 includes “... Teen attendees do not have voting rights, but may attend and observe the AGM...”
- in addition change 9.3.2.1 to read “...Teen attendees do not have voting rights at general meetings..”
- In that case the change to 6.13 should then make explicit that they can vote on Tin Ducks.
- Rohan – we can't modify a separate section to that which in in the motion on notice. This is a change to a regulation, not a by-law.

- Doug withdraws, will bring it for next year.

General Business

- Doug asks: Is there any?
- Rohan makes a motion thanking outgoing board members, 2nd Michael Baker. Carried by acclamation.
- Samara comments on length of AGM – 2 hours – should we have it in the afternoon again, and should we make it 3 hours?
- Doug replies we put it by meal time so people are mindful it has already run long.
- Hands vote for afternoon timeslot – majority good; 2 bad. Catherine clarified she would prefer mornings. It's against the auction which is a problem. Frames points out that the later time gives time to organise bids.
- Izzy points out that people need to attend church on Sunday morning, as Stephen had raised prior to the AGM. Doug thanks Stephen for raising it.
- Meeting closed 18:00.