

1 Meeting Opened

- It was determined that a quorum was present.
- **Meeting declared open** at 1:24pm.
- **Attending:**
 - Doug Burbidge (chair),
 - Lexi Hemsley (treasurer),
 - Frames White(administrator),
 - Jack Bridges (elected board member),
 - Stephen Griffiths (elected board member),
 - PRK (elected board member),
 - Margaret Watts (elected board member),
 - Anna Hepworth (elected board member),
 - Laura Hodge (elected board member).
- **Apologies:** none.
- **Minutes from Meeting 5 Feb 2017.**
 - Minutes accepted subject to minor changes.

2 Matters Arising from previous minutes

- **Paypal:** Jack and Lexi to setup up WASFF Paypal
 - Some progress; not yet complete. Lexi will complete prior to Swancon 2017 and will let Jack and Doug know if they need help.
- Doug and Anna to talk to Swancon programmer, or otherwise workout wikipalooza happenings.
 - Ongoing
- Doug/Anna set day Friday 20th April 2017 to do Batty Deposit of 2013-2017
 - That date is still in the future. Still planned.
- Anna to transfer list of Batty holdings wiki.sf.org.
 - In progress.
- **Ally training Manuals:** Jack to make happen.
 - Jack has acquired documents. Still yet to distribute.
- Jack to liaise with Barb de la Hunty with regard to recordings from/for wikipalooza.
 - Ongoing.

- Anna to give Frames any files missing from the google drive
 - Anna has given. Frames has not reviewed.
- Doug to advance plan for updated and enhanced mailing list.
 - Ongoing.
- Doug to give Frames credentials to upload minutes to website .
 - Still with Doug.
- Lexi: Aim to get books to bookkeeper on the 14/02/17.
 - Was sent on 17th with Doug. Books are now ready to be collected.
- NAFF check, Lexi to organise direct bank transfer.
 - Ongoing.
- PRK and Lexi to investigate Aurealis money. Via email.
 - This happened. A Trybooking payment for ceremony ticket sales was missed. This was solved and now Aurealis made a small (\$360) surplus.
 - Considered option to open an Aurealis bank account.
 - PRK suggest that as we are now ~2 years into the 3 year contract for us to run it. Only worth doing if we would renew the contract.
 - We would only do this if we were going to continue to have someone to run it -- which is currently PRK.
 - PRK: I would be willing to consider this next year. Though I may not be on the board.
 - Lexi: I think it is currently worth creating the account.
 - Jack we have a 2018 banking form to sort out.
 - Doug: we can do both at once.
 - We intend to create an account. See banking minutes to come.
 - Doug, Lexi, PRK and Frames to be signatories.
- Doug and Frames will independently attempt to merge the key new rules into current constitution, then cross reference.
 - Frames: I have done nothing since last meeting.
 - Doug: Commerce have now published a checklist. Doug has gone through it.
 - See 2017-03-19-Annex-1 (Dep Commerce Schedule 1) checklist attached.
 - We are looking good for most sections.
 - We need to promote some bylaws into the constitution.

- And we need to add basically the model rules section on resolving disputes with members and between members and the organisation.
- Do we want to fix “common sense” things; in particular our 4 levels of Bylaws, while we are at it?
- Pros and cons: harder to pass through AGM; but only having to do it once.
- There are many options for this.
- PRK: I think we should get commerce requirements passed through this meeting, and anything else later.
- Doug and Margaret disagree: We have 3 years.
- Doug: are we in an agreement that we are not going to pass any changes this AGM. But rather post progress and any document prepared.
- In particular will discuss levels of bylaws; as an item of general business.
- Margaret, Frames and Doug will all meet if they need to discuss.

3 Correspondence

- Doug: Insurance paperwork came through a couple of weeks ago. I am part way through filling out. I need some numbers from the book keepers.
 - Jack: Can we train the insurance to not send papers to me, at my old email address.

4 Chair’s Report

- Ending term at this AGM is
 - Doug, Anna and Lexi.
 - Only Doug is planning to re-stand
 - Lexi: I plan to make sure things are good for new treasurer.

5 Treasurer’s Report

- Nothing beyond what was reported above.
- Primary account: \$8,939.19

- High Interest account: \$18,652.60
- Swancon 2017 account: \$18,416.11
 - Hotel expenses still to come out.
- Some paperwork arrived from Carbon Bookkeeping. Doug will give it some attention.

6 Administrator's Report

- NIL

7 CSC Chair Report

- 2017
 - 2017 has published as draft program. And have booked all guest flights.
 - They have merch coming.
 - Grenadine working.
 - ~\$10,000 in the account from Dr Who monies and Lottery West.
 - Venue is playing ball.
- 2018:
 - Requires venue approval.
 - Venue is very pleasing.
 - Launch is on track.
 - Remain Schrödinger's Natcon: the 2018 natcon will be decided *after* their launch.
 - Jack moves that the venue contract be approved. Stephen seconds.
 - Carried without dissent.
- 2017 Guests
 - Has to replace international guest.
 - Stephen refers us to:
 - <https://no-award.net/2017/03/14/guests-of-honour-of-colour-for-australian-cons/>
 - Wesley Chu pulled out for reasons that Wesley, the Board, and the Convention committee agree are outside of the control of all concerned.
 - We are unhappy by our failure in diversity.

- Joyce Chng: one of the new guest additions, will be using Wesley's Singapore - Perth tickets. However, they are currently scheduled for very poor times. This is being worked through with the airlines.
- Stephen: I hope the board is pleased by the relatively Herculean replacement of guests at this late stage. We are aware of the issues with diversity.
- 2017 Budget:
 - Re the budget amendment, Brian says:
 - Budget V4.1 (17/02/2017) changes since V4 (2016/11/15)
 -
 - 1. 29: Changed Day-New(First) to \$2
 - 2. 89-94: Dealers tables have added in necessary line items and pricing
 - a. Increase conservative income by \$265
 - b. Increase optimistic income by \$1700
 - 3. 82: Sponsorship Doctor Who \$5.9k for guest added now we have confirmed a DW guest
 - 4. 83-84: Grant line item updated with income \$5050 and remove optimistic of \$15k
 - 5. 102: welcome to country locked in at \$400, updated down from \$500
 - This is because someone has agreed to do the welcome, and we know know the cost.
 - 6. 125: updated bookmarks to .40 from .24c each, and quantity to 1000 from 500 (increase of \$290)
 - 7. 122-126: Suggest modifying marketing budget for future cons
 - a. Publication release 1
 - b. Publication release 2
 - c. General Advertising
 - d. Giveaways, Prizes
 - e. Signage
 - f. Have increased overall marketing budget by \$1000 to allow for Lotterywest grant conditions.
 - 8. 130: Guest B Int is MT, flight cost already locked in.
 - 9. 135: due to guest B have increased accommodation.
 - 10. 136: due to guest B have doubled per diem to 12.

- 11. 140: due to guest B have added gift.
- 12. 145-146: bank fees Grenadine/stripe and formulated off new members and traders what the likely costs are (total was \$110, now \$225).
- 13. 153: have removed venue accessibility transport as it isn't available at 1500 more like 4-5k. Have updated excel sheet.

- Both conservative and optimistic budgets are currently in surplus.
- Currently need 68 members.
- More guests means need to spend on rooms.
- Room sales have not picked up as expected.
 - This may be a change in how people are attending conventions.
- Stephen moves the we accept the budget; Lexi seconds.
 - Carried unanimously.
- PRK: 2018 and 2017 are moving to Grenadine.
 - 2018 for tickets and programming.
 - 2017 only for programming and trader tickets.
 - PRK reminds us that the server will need a memory upgrade for the week of the con.
 - Brian has moved all email to Azure.
 - PRK: I understand the 2018 website will be Grenadine.
 - If we are planning to keep the current server VM then it needs an OS upgrade.
 - If not then we want to archive the old sites.
 - PRK currently makes a static archive of pages.
 - PRK: That server also hosts the Aurealis sign up.
 - Doug: I am happy to continue to pay \$100 per year.
 - Frames: We could perhaps outsource this to archive.org
 - May or may not be fully successful. If doing, would definitely need checking.
 - We could look at other hosting free/cheaper.
 - Frames: We want to move the wiki to our host, right? So we need to continue to own a host.
 - Consensus: we don't actually particularly want to move the wiki off off Jeremy's hardware. So long as he is happy to maintain that host.

- PRK: suggest that this needs to be considered for CSC.
- PRK: what happens to the 2018 website on Grenadine, in 2019 etc.
- Shortly after swancon, we need to make several decisions about Grenadine.
 - We will know if it is a usable ticket system then.
 - Though even if we do not use it for ticketing, we may still use it as a website host (along with as a programming/admin tool).

8 Aurealis Awards

- Short lists have been produced.
- Judges entries (long Judge's report) has now been submitted.
- Terri Sellen is going to coordinate and organise the actual ceremony
- 2017 concom wanted to shift it to the friday to not clash with the 2018 launch. We are assuming this will not have liquor licensing implications.
- Ceremony will be catered for Aurealis Ticketed Members. Which will be \$30; which is not included in Swancon membership.

9 Mumfan and other awards

- Were discussed.
- Jack proposes a motion for the AGM that Anthony Peacey be made a life member. Moved: Jack; seconded Doug. Carried unanimously.
 - The board recommends to the AGM that Anthony Peacey be made a life member.

10 General Business

- There was a discussion about bids.
- We think we are going to have at least 1.
- **Date of Next Meeting:** 16 April 2017 -- immediately after the AGM.
- The Board Meeting was closed at 4:19pm.

