

# 1 Meeting Opened

- It was determined that a quorum was present.
- **Meeting declared open** at 1:06pm
- **Attending:**
  - Doug Burbidge (chair),
  - Brian Johnson (elected board member),
  - Jack Bridges (elected board member),
  - Laura Hodge (elected board member),
  - Margaret Watts (elected board member),
  - PRK (elected board member),
  - Andrea Johnson (elected board member).
- **Apologies:**
  - Frames White (administrator),
  - Davina Watson (elected board member),
- **Minutes from previous meeting:**
  - 2018-02-04: accepted.

## 2 Matters Arising from previous minutes

- Frames and Brian to look into online account to own the google drive
  - Progress has been made. Is not yet complete. Is not a straight-forward process.
- Margaret to organise 42 year badge.
  - Physical badges have been delivered. We need to reimburse Margaret.

## 3 Correspondence

- There has been discussion on our wasff-constitution list. AGM notification has been sent.

## 4 Chair's Report

- PRK has offered to chair the motions on notice section of the AGM. Doug accepts.

## 5 Treasurer's Report

- Bank balances:
  - Swancon 2019 '763 \$2500.00
  - High interest '641 \$11285.68
  - Primary account '495: \$4593.86
  - Swancon 2018: '781: \$2654.06
- Stripe is now weekly.
- Xero: Brian is climbing its learning curve.
- Brian extended web hosting. This . Motion to re-imburse Brian for this for up to \$40: moved Brian, seconded Doug, carried.
- WASFF budget:
- Have increased convention floats, in line with what we've actually been doing over the last few years. Removed PO box. Added bookkeeping fees. Changed web hosting to \$0. Domain fees are now yearly -- each renewal lasts for 2 years, but they do not all fall in the same year. Brian moves that we accept this budget; PRK seconds. Carried.

	Units	Cost	Total
Venue (5 rooms + \$2k/day rooms	4	\$6,800.00	\$23,800.00

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## 6 Administrator's Report

- Administrator sends his apologies.

## 7 CSC Chair Report

- Swancon 2017 is fully done and closed. Books have gone to Madelein. There was a bookkeeping error in it of \$300, which should have been transferred to Swancon 2018 but wasn't..
- Swancon 2018: ticket purchases are coming in from Stripe weekly into the main account, and are then being transferred to Swancon 2018's account.
- They are low on volunteers. Jess is managing this in addition to co-convening. They need more help on this. They are getting help from Linda. They have grants pending. They have a banquet order pending. The program is in sufficiently good shape to go live now, but panelists have not been notified yet -- Jack plans to send those notifications today.
- Swancon 2019: are having some logo work done, in accordance with our guidelines.
- Graeme Watson is doing some marketing work.
- Motion: that WASFF authorise the CSC to approve expenditure of up to \$24000 to the Esplanade hotel for venue hire for Swancon 2019. Moved: Brian; seconded Doug. Carried.
- It was noted that CSC should authorise ticket pricing for Swancon 2019.
- Swancon 2019 budget v0.2 has been shown to CSC, and is under discussion.
- Swancon 2019 web site is due to be finished today.
- CSC has sent out a notice re future dates for Swancon 2020.
- There is a bid that we are aware of for Swancon 2020.

## 8 WorldCon 2025 bid Report

- Nothing to report. Will discuss further at Swancon. Next worldcon is August, in San Jose. May attempt to give us a budget around May/June.

## 9 General Business

- Awards were discussed in camera.
- Brian suggests a LastPass account would be useful. People were in favour.
- **Date of Next Meeting:** Sunday 1 April, at Swancon, immediately following the AGM.
- The Board Meeting was closed at 2:16pm.