

# 1 Meeting Opened

- It was determined that a quorum was present.
- **Meeting declared open at**
- **Attending:**
  - Doug Burbidge (chair),
  - Frames White (administrator),
  - Jack Bridges (elected board member),
  - Laura Hodge (elected board member),
  - Jess Bridges (elected board member),
  - Brian Johnson (elected board member),
  - Andrea Johnson (elected board member)
- **Apologies:**
  - Davina Watson (elected board member),
  - Margaret Watts (elected board member),
- **Minutes from previous meeting: 21/4/2018**
  - Accepted subject to numerous typo fixes. Frames moves.  
Motion carried.

## 2 Chair's Report

- It is presently my intent to not stand for Chair again after the next AGM.
- Partially I am very burned out after last AGM, and partially as time moves on my neurology becomes less and less suited.
- At the next AGM I will be 2 years out of 3 years into my term. I do not intend to resign, in 2020 I will make a decision again.
- I am willing to be Administrator in 2019.
- If someone wants to take on the duty of the Chair now, we can take it on now.

## 3 Administrator's Report

- I have not been on top of things because the in part I have been finishing my PhD.
  - While we have not been very active as a board, the CSC has been proceeding well.
- Also I am moving to the UK, and staying there for the foreseeable future.
- As such I plan to stay on the the board, if no-one has objections.
- But would like to be replaced as administrator and CSC delegate as soon as possible as I do not believe I can perform these roles well remotely.
- This is as per my email to the lists a few months ago.

## **4 Correspondence**

- Some discussion on the budget on the mailing list with Jeremy Byrne
- Some discussion on the bylaws on the mailing list with Rohan Wallace.

Brian and Andy arrive.

## **5 Matters Arising from previous minutes**

- Frames and Brian to look into online account for google drive:
  - Frames finished looking into google enterprise, it is largely unsuitable for us.
  - It may be worthwhile to create a wasff administer account that is passed from admin to admin, however this is against google policy and they will lock the account.
  - I think this is as good as we are going to get with Google Drive as it currently function.

- Brian: We could look at transitioning to say Microsoft sharepoint, but that doesn't tie in as well to gmail accounts which basically everyone has.
- I think we can consider this complete until we have a new administrator with a passion for this.
- Reimburse Margaret for 42 badges: Done.
- Constitution changes have been lodged with the department, and we have confirmation they have been "Approved as lodged" i.e. they made no changes.
  - We also need to inform them of changed in office bearers and AGM minutes.
  - Doug: this was done.

## 6 Treasurer's Report

- 2019 Account: \$7,943.70
- Primary Account: \$4208.80
- High Interest Account: \$10,076.84
- 2018 account: \$19,196.60

The 2018 books are closed

We should sweep the account into the high interest, and reseed it with enough money to not attract fees. (Brian to do)

We have not given 2018 books to the bookkeeper, but Jack informs us it is ready to go.

We will report the actuals from the bookkeeper at the AGM.

Had treasury meeting with all the concoms, about Xero.

Everything is proceeding at pace, as it should for 2020.

Jack: Do we know how 2019 is going.

Brian: I have not yet checked how they are going with Xero. But we are not concerned about making sure Xero is reconciled at this stage as

transactions counts on Xero are low enough at moment that it is not a concern.

Doug: Last treasurer's report we mentioned that we were talking with Wing and he recommended we find a retired CPA to mentor us.

Jack: Our overall cash reserves at at a bit over \$40,000.  
That is comfortable.

We have not yet paid out most of the hotel fees, which we normally have done at this time of the year. We are inline with the contract with the venue and do not need to pay them early.

## 7 CSC Chair Report

- We have had several meetings.
- Trying new meeting format of leaving current con for last, and using the first half of the meeting for past, future and strategy, as dedicated slots.
  - This has been going well, and we are not going over time.
- 2018 con is closed and complete
- 2019 is on course. Well planned and meeting their timeline.
- The CSC approved having as many oncom members on the CSC mailing list as as want to be so.
  - The board approves and requests that concom members should be on the CSC mailing list by default. Opt-out, rather than opt-in.
  - We should facilitate good and direct communication between the CSC and concom members.
  - We should also make sure, at the AGM, that all concom members are aware of who the CSC are, and that they can talk to them as necessary.
- 2020: seem to be on target.
  - We've not given them a bank account, we will give them the 2018 account.
  - We have a Banking Meeting immediately after this board meeting. As is our practice.

- 2019: are internally discussing role allocation. CSC will be there to support them and ensure a smooth Swancon.

## **8 WorldCon 2025 bid Report**

- Jack: PRK went to world con this year, and did promotional stuff.
- The bid has been formally made.
- They are on the website.
- We recommend to the worldcon bid committee to contact ASFF to ask for them to release a statement of support.

## **9 Swancon 2020 Budget**

- See the spreadsheet.
- CSC has recommended this budget to the board.
- Concerns by Jeremy were raised if \$100 was enough for award including postage. This was indeed what was spent in 2018, including postage. Note that 2018 (Frames) did not post nomination certificate for the ~70 nominees who did not attend. It seems reasonable to not spend the over \$100 on postage alone for nominees when we can send them PDFs.
- We are impress at the venue negotiations being done.
  - That figure initially seemed overly optimistic, but signs now indicate it may be actually achievable.
- We need to be certain on accessibility.
  - We need to expand the wiki on that
- Overall cost neutral for both conservative and optimistic.
- Jess moves that the 2020 budget be approved. Jack seconds.
  - Passed Unanimously.
- We will expect to be passing a venue contract in the future.

## **10 Election of New CSC Delegate**

- Frames resigns (see above).
- Laura nominates.

- Doug moves to confirm Laura as CSC delegate, Frames second.
  - Passed unanimously.

## **11 Election of New Administrator**

- Frames resigns (see above).
- The position is currently vacant.
- We may seek a non-board member to take minutes; potentially ask Anna, who was the past administrator.
- We will address this lack at the next meeting, and hopefully appoint an administrator then.

## **12 Amending ByLaws, Re:Fees**

See attached supplementary document.

The bulk of the changes are to strip out content that was moved to the constitution.

The remaining changes are to bring in a fee(/s) policy in line with our current operating practices.

Frames: I do not like the phrasing that the organisation shall pay the guest members fees. That makes little sense of us paying ourselves. Instead I propose we should use the the wording “The guest of WASFC shall be entitled to purchase membership at a fee of \$0.”

Brian: we also need to address the finance issue that Rohan rose in the emails.

We have some reservations at this time.  
As such we will not vote on it at this time.

Frames: I propose that a new motion on notice for overall similarly intended changed be made, to be considered at a WASFF meeting no more than a month's time.

Brian: let's hold shortly after the next CSC meeting.  
That would be the 2nd of Dec 2018.

## 13 General Business

- WASFF Mailing list
  - Do we want to move it to 365 where the swancon lists are
  - Bear in mind this would require manual subscription.
  - We could move the board-only list, but not the public list
  - It is agreed to move the board only list
- GengisCon: They are paying 2/3rd of their budget on insurance
  - The current GengisCon committee is considering if they could investigate being more involved in WASFF so we can share these costs. This would be presented to the next AGM.
  - We are not sure how exactly we do this with them being a separate organisation.
  - Whether we can dual badge the event as a WASFF + GengisCon event.
  - We would require some level of oversight for sure, but we would like to keep it fairly minimal. Last time that was an issue.
  - Doug will ask our insurance broker.
  - The board generally agrees: We like the idea of GengisCon being able to benefit from our insurance and continue to promote Science Fiction fandom in line with our objective.
    - We feel it is good to ensure that Perth has both a large premium convention (Swancon) and an everyone can attend type convention (GengisCon)
    - And we work well together
- Website:
  - Frames looked into what it would take to convert the WASFF site to a GitHub pages site

- This has been done, the concept is proved. You can check it out at [wasff.github.io](https://wasff.github.io)
- All minute uploads would be done from the github website and using their authentication and privileges
- The demo site has the hard part done: automatically making links to the minutes appear when the files are added to the folder. In <https://github.com/WASFF/wasff.github.io/tree/master/minutes/>
- This static site is likely easier than uploading and managing Drupal.
- Frames: I am not in a position to advance this since I am leaving.
  - I will share access with Brian and Doug.
  
- **Date of Next Meeting:** 2nd Dec 2018
  - Jack will not be here any time around then
  - Venue will be Laura's house.
- The Board Meeting was closed at 4:23.