

1 Meeting Opened

- It was determined that a quorum was present.
- **Meeting declared open** at 2:17pm.
- **Attending:**
 - Jack Bridges (chair),
 - Doug Burbidge (administrator),
 - Brian Johnson (treasurer),
 - Jess Bridges (elected board member),
 - Laura Hodge (elected board member),
 - Margaret Watts (elected board member),
 - Fern Clark (elected board member),
 - Davina Watson (elected board member).
- **Apologies:**
 - Andrea Johnson (elected board member).
- **Minutes from previous meeting:**
 - Minutes from 2019-05-19: accepted.

2 Matters arising from past minutes

- Mailing lists: still in progress.

3 Correspondence

- Nil.

4 Chair's Report

- Nothing to report.

5 Administrator's Report

- Nothing to report.

6 Treasurer's report

- Need to do an additional \$40 of reimbursement to Linda for laminating pouches.
- Balances:

- WASFF primary account: \$18,980.89
- Swancon 2020: \$1749.00
- Swancon 2019: \$-10.11
- WASFF high interest: \$10,994.89
- We need to change signatories, then we can close and/or rebalance the 2019 account.
- If we change the way we use accounts (because Xero lets us work out of one account and track everything) we can do that at the same time.

7 CSC Chair Report

- Brian, Jack, Jess (with help from Maia) have been discussing elevating treasury out of concoms into CSC. Actual transactions would be done in Suncorp and by the CSC treasurer rather than the concom. The concom secretary (or other nominated concom person) would be responsible for collecting receipts from concom members, taking photos if necessary, and uploading those to Xero.
- This partly follows on from Rohan's ideas from approximately a decade ago, of uplifting some tasks from concom to CSC.
- To implement this, we need to write a process for it. Doug, Jack, Jess, Brian are willing to work on this. We may seek advice from Maia.
- The above was also discussed at the last CSC meeting.
- Moved: Doug and Brian shall close the Swancon 2019 and 2020 accounts, account numbers 052641763 and 451535781. Moved: Brian; seconded Jack. Carried.
- We won't close the 2020 account until we have the process written and we've cleared it with 2020's convenors.
- Laura reports: we are still looking for a Swancon 2021 convenor. Sarah remains in the position as a placeholder. We have started to compile a possible guest list. The Duxton have conveyed that they are willing to offer us exactly the same terms and pricing for 2021 as they have given us for 2020. We attempted to organise a date to walk through the Duxton, but couldn't find a consensus date.
- A more formal induction for committees was discussed at CSC: telling concom how to minute, what to do with budgets, how to interface with and report to CSC, etc. The board was positive towards the concept.
- We need to make a start on the Swancon 2021 budget.
- 2020 have sent out newsletters, sold some tickets, run screenings, communicated with their guests. They have a "signing ticket" membership concept that lets you into a GoH speech and the following signing, and perhaps also gives a discount on day membership for the following day. Promotion of this ticket may be its key challenge.

8 Motions on notice

- Nil.

9 General Business

- Brian suggests “Campus Perth” which are student accommodation on Aberdeen St, as a possible venue for future consideration. There may be other student-accommodation-orientated places that might also be suitable. A key question would be whether they have suitable conference space.
- **Date of Next Meeting:** 6 October, 2pm.
 - Venue Jack & Jess's.
- The Board Meeting was closed at 3:07pm.