

1. Meeting Opened

It was determined that a quorum (13) was present.

Meeting declared open at 4:39 pm AWST.

Attending

- Jack Bridges (chair)
- Doug Burbidge (administrator)
- Jess Bridges (elected board member)
- Laura Hodge (Convention Steering Committee chair)
- Margaret Watts (elected board member)
- P R Khangure (chairing most but not all of the meeting)
- Anna Hepworth
- Art Diggle
- Isaac Hepworth
- John Parker
- Margaret Watts
- Michael Deegan
- Rohan Wallace
- Sally Beasley
- Samara Morgan
- Sarah Parker
- Steven McGlone

Apologies

- None received.

1. Procedural motions

- Rohan moved that the meeting endorse the use of Discord for the AGM. Jack seconded. Motion carried.
- Rohan moved that the meeting forgive the fact that the AGM was not held within four months of the end of the WASFF financial year. Laura seconded. Motion carried.
- Rohan moved that the AGM endorse the board's approach to membership rollover. Anna seconded. Motion carried.

2. Consideration of Previous Minutes

Changes to previous minutes:

- None.

Motion: That the minutes be accepted.

Moved: Jack. Seconded: Rohan. Motion carried.

3. Matters Arising from Previous Minutes

- None.

4. Reports

Chair

Jack reported:

- I didn't expect to be the Chair who oversaw the first ever cancellation of Swancon when I started my term, but here we are a year and a bit later.
- Thanks to Doug Burbidge for gently mentoring me through my first year as WASFF Chair. When I looked back at last year's AGM minutes to find out what I was supposed to include in the Chair's report, I found Doug's comments about the "touchy-feely" nature of the Board under his guidance. I hope that my first year has continued that trend, with an emphasis on problem-solving with people, not process.
- Volunteers' BBQ: Before everything went weird, WASFF held a thank you BBQ last December in Kings Park for our volunteer community. Thanks to Jess Bridges, who did the hard work at the barbecue. Thank you to everyone who contributes to Swancon and WASFF!
- Ally training: We had Ally training scheduled for earlier this year, but had to initially reschedule, then cancel. I'd like to revisit Ally training again before Swancon 2021.
- Cancellation of Swancon: Thanks to the 2020 concom, particularly Sarah Parker and John Parker, and the CSC, under Laura Hodge's leadership, for making fast and good decisions with regard to cancelling Swancon 2020 because of COVID-19. The WASFF Board also acted promptly to support the concom and CSC. Thanks to Karen McKenna's expert advice, we were moving ahead of government advice and dependent on the terms of our hotel contract, which gave us then a two day window to act to salvage our deposit. This meant we were able to cancel Swancon early enough to at first roll forward most of our deposit, then eventually all of it.

Sally asked: have we decided whether 2021 will be virtual yet?

Jack replied that it is too early to decide.

John said: we are trying to not decide until the right time.

Rohan moved that the AGM forgive and authorise any breach of bylaw 2.1 caused by not holding Swancon 2020. Seconded Sally. Carried.

Treasurer

Doug reported:

- Since December, treasury has been carried out by Doug, Jack, Jess and Laura as a group. This has worked well. We have climbed the learning curve of Xero together.
- This year for the first time we have modified the reports emitted from Xero before presenting them to the meeting. Specifically, the presented reports talk about receipts, payments, surplus and deficit, as these are more appropriate for a not-for-profit than Xero's default profit/loss-oriented terminology.
- Of the four reports we are presenting, the fourth (for FY2019) is the one we're required to present. It's also the least useful -- what happens in a calendar year varies from year to year and convention to convention as we may pay, for example, a hotel partial deposit in December one time but in January the next time. So, as in previous years, we believe that the useful way to present reports is on a cradle-to-grave basis, or on a cradle-to-now basis for conventions not yet complete.
- Swancon 2019 showed a \$6599.82 loss. The main deviation was that they brought in \$20k less than budget in membership sales, and there were a variety of outgoing payments that were less than budgeted which helped decrease that shortfall.
- Swancon 2020's actuals are massively atypical, as you would expect from our only cancelled Swancon ever. In particular there is a large "Misc Payments" line item, because we simply don't have regular line items to describe the things that we put under there. Swancon 2020's losses were quite small, as we recouped most of the airfare we had already bought (thanks to Nalini's travel insurance), and avoided many other costs.
- Swancon 2021 has not yet happened, and there's not a lot to see in its transactions so far. Swancon 2021 has a budget approved by the WASFF board, but is proceeding cautiously.

For convenience, below are links to the financials. These are the same links already provided in the agenda.

[Swancon 2019 Receipts and Payments complete](#)

[Swancon 2020 Receipts and Payments complete](#)

[Swancon 2021 Receipts and Payments to date](#)

[Overall Receipts and Payments FY2019](#)

No questions or comments.

Administrator

Doug reported:

- Despite this being a very atypical year, the Administrator role worked in the typical way. I did not encounter any particular problems. I believe I carried out the role adequately. I don't believe there's anything special to report.

There were no questions or comments.

Motion: That these three reports be accepted.

Moved: Laura. Seconded: Anna. Motion carried.

Convention Steering Committee Coordinator

Laura reported:

- Swancon 2019 attended the first few CSC meetings before disappearing, this is fairly typical of a burnt-out concom. Treasury had been moved to CSC shortly prior to the convention which made getting the books closed in a timely manner significantly easier. As had been the case for the previous year 2019's relationship with the CSC remained rather formal.
- 2020 worked closely with CSC, this was probably influenced by the fact that multiple members on the 2020 concom were on the CSC, this made the relationship between 2020 and the CSC rather informal. 2020 was the first concom to trial moving treasury up to CSC, it seemed to work well in this case. 2020 seemed to be well on track to run a successful convention when COVID19 forced us to cancel the convention. This decision was made by the concom with full backing of the CSC taking into account the constraints of the hotel contract and consideration of the health of our members.
- As there was no bid for Swancon 2021, CSC took on the responsibility of organising 2021. As of a couple of months ago there were sufficient 2021 volunteers from outside the CSC that separate 2021 concom meetings have commenced, however the CSC remains very involved.
- The strategic efforts of the CSC have focused in a couple of directions over the last ~17 months. Treasury has been moved up to the CSC, with a subcommittee that includes the concom treasurer handling the treasury responsibilities. This shift made handling the rollover required because of the cancellation of 2020 significantly easier than it could otherwise have been. This change in how Treasury operates seems to be working well though given the high crossover between the CSC and the concoms as well as the unusual circumstances we have encountered this year this is not necessarily indicative of how this system will operate under usual conditions. Another strategic area the CSC has been paying attention to is accessibility and diversity, in particular ensuring that measures we have used that have worked in the past are continued, such as taping floors to ensure aisles are clear and wheelchair bays as well as actively looking for areas where we can increase accessibility within the limits imposed by our size and budget.
- Since March the dominant theme of the CSC's strategic discussions has been driven by the COVID-19 crisis in particular determining what would be required to run a fully online convention or a hybrid convention and determining the factors influencing what type of convention we run. The CSC has been working closely with the rest of the 2021 committee to determine the best path forwards in these uncertain times.
- Laura thanked the members of the CSC for working so well in extraordinary times.

There were no questions or comments at this point.

Swancon 44 2019

No Swancon 2019 rep was present.

Swancon 45 2020

Sarah reported:

- Swancon 2021 - Cancelled officially on March 8th via email and Social Media Guests were notified. Nalini was able to recoup most of her airfares for us, meaning a loss of a couple of hundred AUD. Due to the late nature of the cancellation, John Robertson had rejected 3,000 pounds of work due to our invite, and in good faith we gave compensation of \$1,000 AUD, as this did impact his main source of income for that period.
- People from the community popped up and gave support, which was a good thing.
- Lisa Rye, Doug Linder and Desiree Heald did behind-the-scenes work to get an online convention to happen, on a short timescale. It was small, but was our very first online effort.
- Swancon 2020 does bleed in a bit to Swancon 2021. Grenadine have helped on the Grenadine side.

John thanks the CSC and WASFF board.

PRK asks about Natcon implications.

Samara asks about Ditmars.

Sarah replies that Ditmars are in 8 days time. The Natcon business meeting is its own thing and does not need any support from the concom.

Doug thanked Sarah and John for their work in difficult times.

Swancon 46 2021

Laura reported:

- We have a guest.
- We also have a venue with a significant amount of the cost paid due to 2020's rolled forward deposit
- In case the current crisis causes the venue to become unavailable we are investigating alternate venues.
- We also have 2020's rolled forward memberships.

Tickets sold:

44 full memberships (Launch)
10 full memberships (Post-launch)
24 concession (Launch)
1 concession (Post-Launch)
7 supporting

That does not include 9 membership cancellations.

- Due to the crisis we haven't been running any fundraising events. We hope to run some in the coming months.
- We have run one open programming meeting which was well attended.
- We are preparing contingency plans as well as we can for the uncertainty around the upcoming months.

Samara asked if the venue deposit has been paid.

Sarah replied: the venue initially tried to keep our money. We told the venue that was unacceptable. Since we were the party who cancelled, they were entitled to keep just the initial deposit. We suggested that we just roll forward all the money we had paid them so far. They eventually agreed.

Motion: That these four reports be accepted.

Moved: Jess. Seconded: Doug. Motion carried.

Worldcon bid sub-committee report

PRK reported:

- The bid has been suspended/ended and the subcommittee dissolved.
- Brisbane is now bidding for 2025 and the Perth bid has endorsed them.

Doug asked if there are any financial consequences to that dissolution.

PRK replied: no.

Motion: That the Worldcon bid report be accepted.

Moved: Jack. Seconded: Laura. Motion carried.

5. Appointment of Auditor

This is an optional item. It is up to the meeting to decide whether the appointment and cost thereof is of value to the organisation.

Doug said that if the meeting believes that there are problems in the books due to incompetence or malfeasance, the meeting should ask for an audit, but otherwise not do so, because they are expensive.

No further comment.

6. Appointment of a Returning Officer

For the appointment of an organising committee for Swancon 2022 and four members of the WASFF board.

Jack said: we have three nominations for the four board vacancies: Anna Hepworth, Doug Burbidge, and Samara Morgan; and no bid for Swancon 2022.

7. Motion to form Election of Organising Committee of the Western Australian Science Fiction Convention (Swancon 47 2022)

No bid has been received for this convention.

Laura says that CSC and WASFF have stated that we are willing to accept bids after this AGM, but not directly run the convention in the absence of a bid.

Laura moves that we remain open to accept a later bid on discretion from the Board, and if no bid presents then we do not hold a Swancon 2022. Sarah seconds. Carried.

Rohan suggests that if there is no usual-scale Swancon 2022, that we make the effort to hold a micro-con, being just a picnic or whatever, including important events such as the AGM.

Samara asks whether Swancon 2022 has to be on ANZAC day.

8. Election of Members of the Board

Elected for three-year terms, and thus with their terms ending at this AGM, are Brian Johnson, Doug Burbidge, and Davina Watson. Resigned since the last AGM are Brian Johnson and Andrea Johnson. Andrea was elected for a three-year term at the 2018 AGM. Thus, there are four vacancies: three for three years, one for one year.

The three candidates are Anna Hepworth, Doug Burbidge, and Samara Morgan. Jack moves that the three candidates be declared elected. Laura seconds. Carried.

9. Motions on Notice

None.

10. General Business

- Samara asks if we can have a discussion on whether we should clarify age range for WASFF board in the constitution/by laws for future.
- The board will investigate. It is covered by legislation rather than the constitution.
- Rohan moves a general well done to comcom CSC and board in these difficult times. Seconded Samara. Carried by acclamation.

Meeting closed at 5:44 pm.