

The Minn-Stf Board Meeting Minutes for the Meeting of 19 June 1997, at the home of Eileen Lufkin











Attending: Dean Gahlon, Polly Peterson, Martin Schafer (who was sick, but bravely attended anyway), and Geri Sullivan (Four-Fifths of the Board); Fred A. Levy Haskell (Official Happy Deadwood & Recording Secretary); Julie Johnson (Minn-Stf Treasurer) and Don Bailey (Interested Party & Computer Committee Chair).

Not Attending: Margo Bratton (One-Fifth of the Board) was sick and *unable* to attend; all other sentient beings in the universe either didn't know about the meeting or chose not to attend....

The meeting Came to Order around 7:30 PM.


Agenda

NOTE: The topic flow at this meeting was anything but linear, and one of the Reasons This Issue Is Late is that I was trying to figure out how to neatly sort everything into its own topic. I realized that wouldn't be possible, so I'm leaving the order of the discussion pretty much as it was, and am trying to put in appropriate headers to mark obvious changes of topics. Given the nonlinear nature of it all, I'm using symbols instead of numbers to mark the topics. —falh

- | | |
|--|---|
|  Financials, Especially Minicon. |  Minn-Stf Treasury. |
|  <i>Tales of the Unanticipated.</i> |  <i>RUNE.</i> |
|  Minicon Exec Selection. |  Martin's Short Thing. |
|  Computer. |  Minneapolis in '73. |
|  Minn-Stf P.O. Box. |  Accounting. |



Business


-  Financials, Especially Minicon.

Julie: There's \$5,000 from the Minicon 30 account to transfer to Minn-Stf.

Also, there seems to be an account at First Bank containing about \$60 which is being eaten by service fees. We don't know which convention this is from. Julie will get and fill out the form to get this money.

Board:

 *Coolness.*


 *Tales of the Unanticipated.*

Polly: Eric is assuming he'll be putting out an issue of *TotU* in time for Diversicon. Polly can't remember whether the Board authorized this, and would like to know.

Question: How many of the last issue were sold?

Polly: Eric says he *distributed* 300 of them, and 390 copies of the previous issue (he doesn't seem to be saying how many were actually *sold*—and, in fact, may not have that information).

Julie: Given the past performance, *TotU* could break the bank—we don't have much money right now.

 **Financials, Especially Minicon.**

Geri: When will we be getting the Minicon 32 money?

Answer: Whenever....

Geri: Are there any other funds floating around?

Polly: Apparently not, except for that \$5,000 coming from Minicon 30.

Martin: We should be able to keep track of funds a little better now, because we are only going to use two accounts for Minicon, on a rotating basis—that is, they’ll “leapfrog.” So Minicon 34 will use the Minicon 32 account, and Minicon 33 has been using the Minicon 31 account.

Geri: Where’s the starter money?

Martin: In the account.

Polly: We haven’t actually said what the amount of the starter money should be. Since we’re now getting preregistrations at the previous Minicon, we should Make a Rule about this.

Geri: It’s driving me nuts. *NOTE: I can’t now remember what was driving Geri nuts. Sorry. —falh*

Polly: There are two accounts. It’s supposed to happen *within 6 months*.

Martin: Minicon 34 will start spending money within a month of selecting Exec.

Geri: They’ll be wanting to use the Minicon 32 account. So the Minicon 32 records need to be closed and passed on by September.


 **Minicon Exec Selection.**

Geri: When have we traditionally picked the new Exec? When do we *have to* pick the new Exec?

Martin: That’s a different topic. We (current Exec) believe the new Exec should be picked as soon as possible. The process is this year’s and last year’s Execs make a recommendation and the Board approves or disapproves it. I expect we’ll have the recommendation by the August meeting.

Geri: What’s wrong with this picture: *September* for new Exec *and* pass on the funds?

Don: We need to have the Treasurer selected *with* new Exec, to get books organized.

 **Tales of the Unanticipated.**

Geri: Have there been none yet this year?

Polly: It’s on a 9-month cycle.

Geri: That’s a good deadline.

Polly: Okay. There are some other pieces. Barnes & Noble is having an “SF Week” soon. They said they’d be willing to take TotU on consignment. Would this be a Good Thing?

Geri: ??? (Something about somebody doing some signings or making signs or something. *Grrfff. I gotta get to transcribing my notes sooner. *sigh* Sorry. —falh*)

Board:

 *Yup—Pub yer ish, Eric. And Barnes & Noble consignment is jus’ fine.*

Financials, Especially Minicon.

Dean: What's the state of the books for Minicon 31?

Geri: I think we have no idea. Who was treasurer?

Polly: Mark Richards.

Geri: So we'll have to ask Mark.

Martin: Mark is supposed to give Julie a report—a mix of Minicon 31 and Minicon 32 since it's annual.

Geri: In and out to end of year?

Martin: Yeah.

Geri: Do we have confidence Mark will be able to provide the information soon enough so Judy Gallas can do the taxes by August 15?

Polly: I don't know.

Martin: Ask Glenn Tenhoff to make sure it happens.

Geri: We have a filing extension to August 15. If we can collect and pass on information soonest, it will be helpful and save on billing. It seems Judy needs it by July 15. Is this a reasonable deadline?

All: Yes.

Geri: So someone needs to call Mark and Glenn and David Emerson (ReinCONation).

Geri: Another thing, I can't find a sheet of figures for *TotU*.

Polly: There's no separate account for it.

NOTE: The Treasury Report is available to club members on request. At the moment, there appears to be no need to publish it in RUNE.


Geri: Wants to look at By-Laws, to see what they have to say about how public treasury information should be, can be, or needs to be. Because there's at least something of a perception "out there" that Minicon is cash cow and Minn-Stf gets tons and tons of money from it. Making the treasury information public would counteract that impression.

Martin: That's why I want to give it to the Minicon committee.


Geri: I have an inclination to give a summary in *RUNE*, but we need to check the By-Laws.

Minicon Exec Selection.

Board:

 *Would like the Minicon 34 Exec to be in place by September. The financials should be wrapped up by then too. So the Exec needs to get its recommendation to the Board by the August meeting.*

Martin (speaking with the Voice of the Exec): The current Exec plan is to try to find one candidate to rotate into the Exec, to replace one member who will leave. We haven't yet reached decision on which members will continue and which will step down. Specifically, we'd like to add one person who will have primary responsibility for Minicon 34 until Minicon 33 over. This person would participate to some extent in Minicon 33.

 *Tales of the Unanticipated.*

Polly: One last *TotU* question—We talked before about what would be the appropriate number of copies to print. Did we come to a decision?

Martin: I'm leaning toward a 400 – 500 copy count. It's currently at 750, right?

Polly: Yeah.

Martin: Below 1,000, further cuts in copy count have a trivial impact on costs.

Board:

 *Encourages Eric to be realistic about copy count given the current financials.*

Geri: What happened to the idea of giving out coupons for old issues to of *TotU* to Minicon members?

Martin: Before going further with that, I'd be interested in knowing the total number of back issues. Eric would be justified in keeping 50 copies or so of each, but over and above that let's get 'em out of there and into the hands of people who'll read 'em....

Dean: Is the stock of *TotU* back issues something Michael Pins as Quartermaster should look out for?



Computer.

Don: There have been a number of meetings with the Minicon Registration and the One True Mailing List (OTML) folks. The current recommendation is to use Access [program] on a Windows [operating system] machine [hardware] and write a data base for registration this year.

Polly: Barry's data base is completely useless?

Don: I will set up a meeting with Kate. We can get some data off it, but it will have to be massaged.

Geri: Is this a cross-platform solution?

Don: No, Access only runs on Windows. We'd have to go with FileMaker to support cross-platform.

Martin: The Minicon Exec recommends \$2,000 for the machine and software.

Don: Beth and Margo both have access to Windows machines, and they can trade tasks.

Geri: What's the computer policy overall? When we talked before, it sounded like we would be getting a computer a year to go to various departments, until all the departments that need computers have them. Now we hear that after Minicon 33 this computer will become the OTML computer, in the possession of the VPDP. So registration won't have a computer?

Don: We're looking at setting up a Client/Server system.

Fred: Then you need a cross-platform program, don't you?

Geri: Yeah.

Don: Nice model.

Martin: Another point for FileMaker—Janet already has the Programming data base in FileMaker.

Don: The Art Show is on Access.

Martin: Any sensible data base program can output ASCII.

Don: We need to get the hardware and software by June. Beth wants the program to be able to do a search as someone enters a name, to save entry. That is, if the name is already there, the person doing the entry can append information rather than re-entering it. Don would like to do a data base in both FileMaker and Access.

Polly: To see which one works?

Geri: I think cross-platform use of the data base is a *huge* issue. I think it would be a mistake to cut off a bunch of people simply because of their hardware/operating system preference.

Don: But then there's the issue of what DD-B, Beth, and Margo will accept.

Geri: So they're saying nobody with a Mac can do anything with the data base?

Don: ?

Martin: Can we get started on the current 386 machine and program? Any reason the data couldn't be exported from that once we settle on a direction?

Don: No, it's trivial.

Martin: So let's buy a computer, buy FileMaker. The Art Show issue is new to me. What is it?

Don: It's in Access.

Martin: Why did Art Show do their own data base?

Don: They had different program problems with what they had. They ran into problems doing simultaneous entry on a network with FileMaker and went to Access.

Geri: What do they keep track of?

Don: Artists, number of pictures, NFS or minimum bid; people who bid, on what, final price; total to pay artist. They want to be able to get a computer file from Registration containing a list of registered people—Badge Number, Name, and Badge Name—because people bid by putting their badge number on the bid sheet.

Geri: If the person doesn't collect, the Art Show can go back to registration to get an address to write to.

Don: Some technical details: Access works for simultaneous entry. It's unknown whether simultaneous entry works on FileMaker.

Martin: Shannon Fairbanks says she has 10 years experience. *Ask her!*

Don: Margo would be happy to do a simple FileMaker data base and start entering information; we can dump the information later into whatever we come up with. I just need to define a list of fields.

Martin: The only question as far as getting both Access and FileMaker and deciding based on true capabilities is buying an Access license. That should be about \$200 – \$300. To get Office costs \$450.

Geri: If it's done in FileMaker, who *needs* a computer? That is, who won't be able to use their current computer to do the work.

Fred: Remember that we have a contact at Apple who can probably help us get a Good Price.

Don: I've priced machines and Mac is 10 – 20% higher.

Geri: Well, it's a political reality that Beth and David might not like Mac, but is that a good enough reason to force our decision?

Don: Remember that there's another possibility. If whatever program(s) we get support the Online Data Base Protocol format, then we can access the data base via phone line—no matter what platform it or the user is on.

Polly: Is Margo doing data entry now?

Answer: Cloudy, ask again later....

Don: Another requirement is that the printer take tractor-feed labels.

Martin: We're supposed to be mailing a Progress Report in July and we'll need labels.

Dean: Laurel does not yet have the OTML.


Don: I like the idea of reentry.

Geri: I don't want to jump in without the whole picture. I hate to see one platform dismissed.

Dean: The data must be accessible.

Martin: Another thing about the client/server model is then a user might only need a terminal program to gain access and do entry.


Board:


 *Rent something for no more than \$150 for 2 months rental to investigate.*

Polly: Has the Okidata printer that belongs to Minn-Stf.

Don: Are we using a mailing service?

Board:

 *Authorizes \$900 now for computer rental and software purchase. Come back and talk once you've done the investigation.*


 *Our long-term goal is to get to a client/server setup.*

 **Minn-Stf P.O. Boxes.**

Geri: Glenn Tenhoff had the other set of keys for the PO Boxes. Geri now has them; Glenn didn't want them. So as of now, the following people have keys: **Geri, Polly, and Kay.**

Board:

 *Swell.*

 **Minn-Stf Treasury.**

Geri: Thanks for coming, Julie. Do you have any questions or anything more to add? Does anyone else have any questions for Julie?

Julie: We're still paying the Minicon Hotline phone bill (333-7533). Is it still necessary/in use/whatever?

Martin: I will settle whether it's still needed at the next Exec meeting.

Julie: I'm not comfortable with the postage meter system.


Geri: What is your concern?

Julie: Well... checks could get lost. I write checks and send them to "nowhere." At some later point an authorization number gets downloaded into the meter. The process/procedure makes me uncomfortable.

Geri: How much money have we sent for postage up to now?

Julie: We've sent \$150 two times so far, for a total of \$300.


Board:


 *If something goes awry, Julie, has the right to say "I Told You So."*

Geri: I have a question. It seems like Julie's paid a bunch of Minicon's expenses out of Minn-Stf funds. Should Minicon 33 reimburse Minn-Stf for these expenses? We need to decide some time and tell Julie what to do in the future.

Martin: Easter is the dividing date when deciding on responsibility for bills between Minicon 32 and Minicon 33; i.e., after March 30, 1997 Minicon 33 pays.

Board:

 *Julie, please collect from Minicon.*


 *Storage locker—Julie will pay for this when the annual bill comes in and will then bill Minicon. Starting this year, each Minicon will pay the full 13 months we are billed for on the storage locker, even though that means that someday, a Minicon will get a "free ride."*


Julie: I paid The Maryland Insurance Group for Minn-Stf's liability policy. This is new; it insures for all official club functions. It turns out it's cheaper to get general liability insurance year-round for club than to have annual short-term liability insurance for Minicon alone.


 **RUNE.**


Geri: Tom Juntunen is the editor. Jeff is some kind of assistant. Garth is not on the masthead. Board needs to clearly tell Tom if we have expectations.

Board:

 *For the moment, there's only one expectation: Always print the Disclaimer statement in the colophon.*

 *There is a \$1,500 printing/production budget for an issue of RUNE, but we expect it to come in under that. And let Julie know when to put how much into the bulk mailing account.*


 *If Tom wants a press run of over 1,000 copies, he needs to talk to the board first.*

 **Martin's Short Thing.**

Martin: Eric Heideman pointed out that the intended changes to the Minn-Stf voting requirements should be announced to the Minicon meeting.

Dean: I would like to make the change as soon as possible.

Martin: Will announce at the Minicon meeting. Also, he'll have the revised by-laws for next time.

 **Minneapolis in '73.**

Geri: Doug Friauff is going to LoneStarCon and is interested in hosting a Minneapolis in '73 party.

Board:

 *Okay, let's give him \$300 for a Minneapolis in '73 Party at LoneStarCon.*

 **Accounting.**

Geri: Backpedals. It had sounded like she had offered to be the *Minn-Stf* contact with Judy, whereas she was just volunteering to be the contact about this year's taxes. Is somebody willing to be ongoing liaison with Judy? Because Minicon has different needs, and she wants Minn-Stf input/oversight. A lot of work is going into setting it up, but is it going to hold up?

Martin: What will keep it going is that Judy will continue to be our accountant.

Geri: What's this "Budget Manager" thing?

Martin: Up until now, the Board has been the "Budget Manager." Reluctant to appoint, since we have trouble identifying the officers we already have, much less a new one.




Martin: Willing to do immediate situation of putting charts together.

NOTE: At least, that's what I think my notes said. I'm not sure what it means. —fallh

Board:

 *Make it so.*

Preliminary Agenda for Next Time

-  Privacy Issues and Net Publication.
-  Kinko's. (Polly will check on options.)
-  Other?

Next meeting at Eileen's again. July 17th, 7:00 PM.

Meeting Adjourned at 9:50 PM.

Submitted, With Even Greater and More Profuse & Sincere Apologies for Its Extreme Lateness & With The Very Greatest Admiration & Respect, by Your Most Humble & Obedient Servant,

*Fred A. Levy Haskell
Official Happy Deadwood &
Recording Secretary, Minn=Stf*