

Phandemonium Board Meeting – Summary Meeting Minutes

April 27, 2008

Attendees:

- | | | |
|--------------------------|------------------------------|--|
| • Tim Dinan | • Isabel Schechter | • Aimee Dundon - Outreach |
| • Gretchen Roper | • Vicki Ortega- Treasurer | • Chris Dundon - IT |
| • Lois Ray | • Leane Verhulst – Secretary | • Greg Williams – Facilities |
| • Krista Cobb | • Helen Montgomery | • Open Position – Archivist |
| • Sondra de Jong | • Erik Olson - SMOF | • Bernadette Burke – Tax Dept |

Meeting Details:

The meeting came to order at approximately 3:08pm April 27, 2008. This meeting was held at the Westin in Wheeling, IL. Meeting adjourned at 5:22pm.

The next board meeting will be on June 28, 2008 at 11am at the Westin in Wheeling, IL.

Major Items Discussed:

1. Vote for Board President
 - The first order of business for the new con year was to elect a new board president.
 - Tim Dinan was nominated and seconded. Tim accepted this nomination.
 - A vote was called at 3:10pm to elect the Board President. Tim won the vote.
2. Rules of Order
 - The rules of Benevolent Dictatorship were adopted for the meeting.
3. Review Minutes from Previous Meeting
 - There were no minutes to review. **Action Item** - Tim to ask the previous secretary for minutes from the March 29, 2008 meeting.
4. Vote of Confidence for Appointed Positions
 - Each Appointed Position was reviewed and a vote of confidence was called.
 - a) Secretary – Leane Verhulst
 - A vote was called at 3:12pm to install Leane as Secretary. Motion passed.
 - b) Treasurer – Vicki Ortega
 - A vote was called at 3:13pm to keep Vicki as Secretary. Motion passed.
 - c) Archivist – Open
 - This position is currently open, so no vote was held.
 - d) Community Outreach – Aimee Dundon
 - A vote was called at 3:14pm to keep Aimee as Community Outreach. Motion passed.
 - e) IT Director – Chris Dundon
 - A vote was called at 3:15pm to keep Chris as IT Director. Motion passed.
 - f) Facilities Coordinator – Greg Williams
 - A vote was called at 3:15pm to keep Greg as Facilities Coordinator. Motion passed.
 - g) Supreme Minister of Fun – Erik V. Olson
 - A vote was called at 3:15pm to keep Erik as SMOF. Motion passed.
5. Treasurer Report
 - We have money in the bank.
 - Proposed - Keep Bernadette Burke on the board as Tax Department helper. This would be a non-voting, staff position that reports to the treasurer.
 - The checking account needs to be updated. It was decided to increase the number of people who can sign checks to 4 and to make the Secretary be the 4th signatory.
 - It was discussed that we need a formal bounced check policy. This policy should state that we charge 2 times the bank charge.
 - The final version of last year's budget report is still needed.

Phandemonium Board Meeting – Summary Meeting Minutes

April 27, 2008

- The address for the credit card needs to be changed as it refers to the Sheraton in Arlington Heights.
6. IT Report
 - Everything has been moved over to the new web host.
 - There are some issues with spam in email. It is being worked on.
 - Chris is looking into getting a merchant account and checking out the different options available.
 7. Community Outreach Report
 - A scholarship idea was proposed to help with the 501(c)3 status. Bernadette stated that it would help, but would probably not be enough. The scholarship would probably be only a couple hundred dollars and may be a savings bond.
 - The book drive idea was discussed again. Aimee will look into it.
 - The idea of lining up some type of community service project was mentioned. It was thought that Capricon could offer badges for service and that these badges would be handed out at the con.
 - Aimee is also looking into setting up accounts for Phandemonium/Capricon on various social networking sites like MySpace and Livejournal.
 8. Archivist Report
 - This has been tabled as Helen is con chair this year and cannot do both jobs.
 9. Book Club/Euchre Club
 - There is a book club meeting next Sunday. It is going really good.
 - The euchre club meeting last month had 9 people show up.
 - The plan is to set up mailing lists for these clubs that people can opt in to.
 10. Con Chair Report - Cap29
 - Everything is good at this point.
 11. Facilities Report
 - We have a really nice hotel.
 12. SMOF Report
 - People were originally concerned about the move, but are now happy about it.
 13. New Keepers of Valuable Knowledge
 - Keepers are people who have knowledge that we don't want to lose.
 - A couple of names were proposed.
 - It was discussed that we should create 1 or 2 Keepers per year and that these Keepers would be announced at the Open Board Meeting during Capricon.
 - It was decided to table the remainder of this discussion until late summer/early fall. The criteria for nominating people needs to be defined.
 14. Art Grid
 - The decision about purchasing art grid has been deferred pending research into alternate hanging methods.
 - The amount of art grid needed stills needs to be determined.
 - The decision on whether to rent art grid from ISFiC needs to be made by Windycon.
 15. Previous Con Chair Report - Cap28
 - No new details to report. Everything is good.
 16. Capricon 30
 - A con chair is still needed.

Phandemonium Board Meeting – Summary Meeting Minutes

April 27, 2008

- Proposals by interested parties are needed by October. The selection of the con chair will take place at Windycon.
17. Food Handling Certificate
- Lois will be taking the 3-day class in June.
18. Errors and Omissions Insurance / Directors Insurance
- It was decided that we should look into this insurance and get a quote for it.
19. Food Outings
- Isabel is planning to start some food outings around June or July.
20. New Business
- a) Rules covering membership
 - There was discussion on how to deal with people who need to be removed as a member and who may need to be banned. There was discussion on what they should do to appeal this decision. There was discussion about how to keep track of these people.
 - Some policies regarding banning members and how they should appeal will be written up.
 - b) Parliamentary rules for meetings
 - A possible problem was pointed out with the current rules - what if the president of the board is unreasonable and won't let others talk?
 - An amendment to the rules that should help with the possibility of the board president being unreasonable will be written up.
 - c) Rules governing board and staff members
 - There was discussion about the possibility of conflict of interests, ego problems and other ethical issues with board and staff members.

Significant Quote:

"I'm scratching my eyes out of my head." -- Tim Dinan