

Phandemonium Board Meeting – Summary Meeting Minutes

June 28, 2008

Attendees:

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

Meeting Details:

The meeting came to order at approximately 11:15am June 28, 2008. This meeting was held at the Westin in Wheeling, IL. Meeting adjourned at 1:03pm.

The next board meeting will be on August 16, 2008 at 10am at the Westin in Wheeling, IL.

Major Items Discussed:

1. Rules of Order
 - The rules of Benevolent Dictatorship were adopted for the meeting.
2. Review Minutes from Previous Meeting
 - Minutes for April meeting approved with minor changes to the summary version.
3. Treasurer Report
 - We have a good amount in the bank.
 - The annual report that needs to be turned in to the state has been received and needs to be filled out and sent in by 08/01/2008.
4. IT Report
 - Chris is working on the problem of spam attacks in the mailing lists.
 - All of the mailing lists are set up except for the dining one.
 - The concom list needs to be re-checked.
5. Community Outreach Report
 - The Phandemonium Livejournal account is now maintained by Aimee.
 - Various scholarship ideas were discussed.
 - College scholarship versus writers workshop scholarship
 - What is the criteria that we should use for the scholarship?
 - It was discussed that Phandemonium should promote a tax related volunteer outing. The idea was to have a service project at a forest preserve on September 14th.
6. Archivist Report
 - Report is tabled.
7. Book Club/Euchre Club
 - Both clubs are proceeding really well.
 - The euchre club meeting last month had 9 people show up.
 - Mailing lists have been set up. Only moderators can send messages to these lists.
8. Con Chair Report - Cap29
 - Budget reviewed.
 - There was a question about the Phandemonium budget/expenses.
 - An artshow head has been found - Kerry Kuhn.
 - Some other seconds are still being searched for.

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June 28, 2008

9. Facilities Report
 - We have a really nice hotel.
 - It was mentioned that Wiscon had an issue with an illness outbreak during their convention and the question of how our hotel would handle a similar situation was raised.
10. Food Handling
 - The class was taken but results are not in yet.
 - It was determined that the department heads for Consuite, Green Room and the Café all need to be educated on some of the steps needed.
 - It was discussed that we may need to create a policy on how to handle emergencies.
11. SMOF Report
 - Report was tabled.
12. New Keepers of Valuable Knowledge
 - How many Keepers should be added?
 - What is the criteria that should be used?
 - It was decided to table the remainder of this discussion until later.
13. Art Grid
 - Research has been done into types of art grid and there is no good answer.
 - It needs to be durable, storable, affordable, pretty, and easy to put up and take down.
 - The best choice is actually metal grid.
 - There is plastic pegboard that is affordable but it is not sturdy and so it still needs a frame and then durability goes down.
 - The grid sandwich idea may be the best option but can't be done unless we own our own grid.
 - The amount of art grid needed stills needs to be determined.
 - It was decided that we should still rent art grid from ISFiC.
14. Capricon 30
 - A con chair is still needed.
 - Proposals by interested parties are needed by October. The selection of the con chair will take place at Windycon.
15. Rules covering membership
 - Item has been tabled.
16. Parliamentary rules for meetings
 - Item has been tabled.
17. Rules governing board and staff members
 - Sondra and Aimee will get the ethic policy from their companies so we can review.
18. Food Outings
 - It was proposed that we have a dining outing after the forest service outing on September 14th.
19. Mailbox keys
 - A vote was proposed that the treasurer have a copy of the mailbox keys. Motion passed at 12:43pm.
20. New Business - Phandemonium website
 - It was discussed that we change the Phandemonium website to be a wiki to make it easier to update. Other options were also discussed. The criteria is that it should be easy to use/update and require very little administration.

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June 28, 2008

Significant Quote: