

1 Meeting Opened

- It was determined that a quorum was present.
- Meeting declared open at 12:13, Sun 28th February
- Attending: Doug Burbidge (chair), Lexi Hemsley (treasurer), Cathy Cupitt (elected board member), Jack Bridges (elected board member), Margaret Watts (elected board member) (taking minutes), PRK (elected board member), Stephen McGlone (elected board member), Samara Morgan (guest).
- Absent: Anna Hepworth (administrator), Stephen Griffiths (elected board member).
- **Minutes from previous meeting 2016-01-23 - accepted.**

2 Matters Arising from previous minutes

- Battye - Doug has again not done this, as again prioritising elsewhere.
- Awards: discussion of potential award winner recipients, in camera.
- Aurealis awards - PRK: nothing to report.
- AGM minutes: complete and ready to go up to website..
- 2017 account signatories: Lexi submitted a form to the bank. Doug submitted a form to the bank to add Kim Fenwick.
- Bookkeeping: Lexi has submitted material to the bookkeeper. Swancon 2015's books are not yet submitted -- the most recent cash book Excel sheet Swancon 2015 could supply dated from before the convention. Lexi and Jack will attempt to reconstruct a cash book to give to the bookkeeper. According to the bookkeeper, we are still on track to present financial report to AGM.
- Paypal Here EFTPOS machine:
 - Action: Doug to purchase eftpos machine from Officeworks.
 - Action: Doug, Lexi and Jack to go through sign up.

3 Correspondence

- An inquiry from Kelrick Martin, an Aboriginal film and TV maker. PRK responded with Ambelin Kwaymullina's contact details.

4 Chair's Report

- Swancon 2016: Suggestion made to have information on restaurants in the area available – opening hours and accessibility (perhaps via a lunch 'panel' and a dinner 'panel' on Livecon).
 - Action: Doug to ask on Facebook for volunteer to go around and gather required information.
- Tin Duck awards: Cathy suggests that works from WA that are shortlisted for Aurealis award are automatically nominated for a Tin Duck. There may be problems with timing of Aurealis award and Tin Duck award. Where available, the Tin Duck administrator should be aware of shortlists of other Australian awards when putting together the Tin Duck ballot.

5 Treasurer's Report

- Bank balances**

WASFF PRIMARY ACCOUNT	451533495	\$2,980.96
SWANCON 2016 ACCOUNT	451535781	\$11,521.07
SWANCON 2015 ACCOUNT	451539752	\$8,646.26
WASFF HIGH INTEREST ACCOUNT	505487641	\$17,569.94
SWANCON 2017 ACCOUNT	052641763	\$2,275.00

- WASFF budget:

January 1 2016- December 31 2016		January 1 2017- December 31st 2017	
Opening balance	21380	Opening balance	21543
Receipts		Receipts	
return of 2016 operating cash float	3000	return of 2017 operating cash float	3000
return of 2017 operating cash float	1000	return of 2018 operating cash float	1000
Bookkeeper costs from SC2016	1000	Bookkeeper costs from SC2017	1000
Merchant fees from SC2016	750	Merchant fees from SC2107	750
Domain hosting costs from SC2016	150	Domain hosting costs from SC2017	150
SC2016 seed returned	2000	SC2017 seed returned	20270
SC2015 surplus returned	8500	SC2016 surplus returned	0
	16400		26170
Payments		Payments	
Insurance	100	Insurance	100
PO Box	272	PO Box	290
Hosting	224	Hosting	112
Domain renewal	37	Domain renewal	0
Bookkeeper charges	1800	Bookkeeper charges	1800
WASFF BBQ	0	WASFF BBQ	0
Swancon 2016 seed	0	Swancon 2017 seed	12000
Swancon 2017 seed	6270	Swancon 2018 seed	0
Stationery, printing	300	Stationery, printing	300
Legal advice	250	Legal advice	250
Merchant and transaction fees	850	Merchant and transaction fees	850
Business name renewal (renews 3 yearly)	75	Business name renewal (renews 3 yearly)	0
SC2016 operating cash float	3000	SC2017 operating cash float	3000
SC2017 operating cash float	1000	SC2018 operating cash float	1000
Grants	1000	Grants	1000
2015 EFTPOS proceeds still in account	660		
Paypal Here machine	149		
Awards	250		
	16237		20702
Projected closing balance	21543	Projected closing balance	27011

- Motion: That the budget presented by Lexi to the board for 2016-2017 be accepted. Moved: Lexi. Seconded: Jack. Carried unanimously.
- Membership sales for 2016 con are less than previous cons at this stage.
- Our insurance expires on 4th April, which is after Swancon. Doug plans to submit paperwork by the 8th March deadline to renew.

6 Administrator's Report

- *Administrator absent.*

7 CSC Chair Report

- *CSC chair absent.*

8 General Business

- Motion: that the board recommend the following to the AGM:
 - That by-law 6.13 be amended to read:
"6.13 Eligible voters for the Tin Duck Awards are members of the current WA Regional Science Fiction Convention including attending and supporting memberships, **or are teen attendees as defined in regulation 9.3.2.**"
and that in regulation 9.3.2.1, "Teen attendees do not have voting rights, but may attend and observe the AGM." be amended to read "Teen attendees do not have voting rights, **except with regard to awards**, but may attend and observe the AGM."
- Moved Doug; seconded Stephen McGlone. Carried.
- Template mediation rules from Department of Commerce: Doug relayed Rohan's feedback:
 - Rohan says that this involves us in trivial matters.
 - Rohan says that this requires us to involve ourselves in matters that we might prefer to avoid.
- Cathy said rules offer guidance for non-experts. Is there a way to introduce that has minimal impact, but provides structure? Doug agrees that this would be good.
- Cathy asked what is the minimal way we can change our rules to be in compliance, and provide guidance?
- A way to proceed would be to get a quote from a professional on how much professional advice would cost to get this rewritten to be least onerous. Then we can decide whether to go forward with professional rewrite versus just accepting the mandated ones. Cathy will email Dani for initial advice.
- Doug discussed what he plans to mention in the Chair's statement at the AGM: that we looked at how our membership rules compare to other organisations, and that we found that our rules are already restrictive compared to other organisations. Also talk about new model rules coming in from July 1st: we have nothing to tell the membership at the moment beyond "it's coming"; we will communicate more when the model rules are finalised. We will find out a dollar number for pro legal help. We may form a subcommittee. We will have three years to implement. We will consult with community. Now is not the time for motions yet.
- Will not submit attempted mediation rules to AGM.

- Doug talked about upcoming AGM stuff: AGM notification targeted to go out on March 13th, board nominations have to happen before AGM opens (the three board members with terms ending are Jack, Cathy and Stephen McGlone; also, we are wanting a new Administrator as Anna would like to step out of that role), any Swancon bids have to happen before the AGM opens. (We're happy for there to be no bid, as happened in 2014. We'd prefer no bid to one half-assed bid.) Then the AGM itself, then the post-AGM board meeting.

9 Meeting closed

- The board meeting was closed at 15:01.
- Next board meeting will be immediately after the AGM.

