

OSFCI Board of Directors Meeting
The Barn Nonprofit Meeting Space
618 NW Glisan St
Portland OR
October 15, 2019

ATTENDING: Board members attending: JJ Ark (*OSFCI Secretary*), Car Bostick, Jason Bostick (*also GameStorm 22 Chair*), Aaron Curtis, Tatiana McIrvine, Travis Peters (*OSFCI Treasurer*), Lea Rush (*also OryCon 41 chair*), D. Stephen Raymond (*OSFCI President*), Debra Stansbury and Linnea Thompson. Other people attending included Beverly Block, Isaac Carroll, Jacob Engstrom (*OSFCI Ombudsman*), KC Humphrey (*Game Lab*) and John Lorentz (*Recording Secretary*).

The meeting was called to order by D. Stephen Raymond at about 6:50PM.

I. Minutes from the last meeting

Last meeting's minutes (*circulated previously*) were accepted unanimously.

II. Treasurer's Report (Travis Peters)

(A report was sent out by email earlier.)

Travis has taken on trying to finalize the purchase of the new art show displays. His current estimate is that they will not be manufactured in time to get them here in time for OryCon. Lea said she's asked this year's art show head to have a layout that will work for both the old and the new displays. What address should they go to? If they can get here before OryCon—send them to Aaron's house; if after the convention—send them to Jason's house. Only the frames are being ordered at this time—the new frames will hold the old pegboard panels.

The QuickBooks licenses have been acquired, and will be distributed to the event treasurers.

Any department heads who need corporate credit cards need to talk to Travis **now**. It might be too late to get them for OryCon; but GameStorm department heads should not delay in getting their requests in (through the GameStorm chair).

III. Online Business Recap

- The updated contract with Kumoricon passed by a unanimous online vote.
- The adults-on-tow policy (which was discussed online) was tabled until the December meeting.
- There was some discussion on who should be included on recipient list for online email votes.

IV. Reports on Sponsored Activities

A. Conventions and Bids

1. GameStorm 21

The last check has finally been cashed. The GameStorm Odd checkbook will go to Travis at OryCon.

GameStorm 21 is now officially closed.

2. GameStorm 22 (2020) (Jason Bostick)

(A report was sent out earlier via email.)

GS 22 now has its first guest of honor.

The proposed budget was discussed, starting with how Jason estimated the registration income (given that the last GameStorm didn't meet the budgeted amount for registration income). Jason said the rates have gone up (by \$5) this year. The overall budgeted income is several thousand \$ more than the budgeted expenses, so there is a cushion. Lea moved that the proposed budget be accepted. This motion passed without dissent.

3. OryCon 41 (Lea Rush)

(A report was sent out earlier via email.)

Programming finished the schedule last Sunday night. The hotel pickup is now up to 85% of the room block (the submitted report had a lower number). The current booking is 640 room nights out of the 750 in the block.

There was discussion of the merits of the OryCon wiki vs. using the Google Docs repository that Ory41 has been using. (Aaron volunteered to update the wiki from the Google Docs system.)

There was some discussion about people to fill two of the GOH Liaison slots. Lea also wanted to discuss the practice of mail-in memberships going to private homes rather than the OryCon PO box. Lea has had to comp five different people because their memberships had gotten lost. Stephen: The reason it got changed is because people weren't picking up the mail from the box with the necessary frequency. He also felt this should be up to the event, and not a Board issue.

The proposed budget was accepted without dissent.

4. Game Lab

(A report was sent out earlier via email.)

(From later in the meeting.) OMSI has talked to Game Lab about Game Lab hosting their own con. There are also people from Eugene who are interested in taking over some of the Game Lab functions.

5. OryCon 42 (Linnea Thompson)

Linnea has not sent in a report because there's nothing to report yet.

Linnea and Daniel Reitman (the other OryCon 42 co-chair) sent in the description of the proposed function of the co-chairs to the designated committee (who was to review their plan) in late August. But they have not heard anything back yet. Travis said this was delayed due to his illness. He will be getting back to them very soon. But he is concerned about the proposed treasurer, and he has talked to Daniel about this. Linnea said that she is concerned about the short time between now and this year's OryCon. Stephen said that he would like to get this resolved no later than two weeks after OryCon 41.

B. Fund and Awards

1. Clayton Memorial Medical Fund (James Fiscus)

A report was sent out earlier via email. There was some discussion about what it is that the Fund covers. The Fund's web site does not cover what types of expenses are covered.

JJ was appointed to take the OSFCI Board slot on the Clayton board that was vacated when Patty resigned from the OSFCI Board.

2. Endeavour Award (James Fiscus)

A report was sent out earlier via email.

3. Susan C. Petrey Clarion Scholarship Fund (Debbie Cross and Paul Wrigley)

A report was sent out earlier via email.

4. John Andrews Worldcon Grant (Debra Stansbury)

The memberships have been purchased for CoNZealand (the 2020 Worldcon). The location of the 2021 Worldcon is Washington DC.

The application form and web site have been updated.

IV. Other Continuing Business

A. Departments

1. Bylaws Committee

Nothing to report.

2. Code of Conduct Committee (Tatiana McIrvine)

A report was sent out earlier via email.

3. Future Guests of Honor (Debra Stansbury)

Nothing to report.

4. Hotel Committee (Aaron Curtis)

Aaron is currently in negotiation for 2021 and 2022. The hotel is currently being renovated, and this should result in more space available for OryCon.

There was some discussion about other possible hotels, and about the accessibility issues at the Red Lion.

5. Inclusivity (Debra Stansbury)

Nothing much to report. There are going to be pronoun ribbons at OryCon.

There was some discussion how the new inclusivity statement (“We love everyone who is willing to welcome others.”) should be used. Possibly a banner with both the Code of Conduct and the Inclusivity statement? Lea will find out if the Inclusivity statement will be included in the OryCon program book.

6. IT Committee Jason Bostick)

No major updates at this time. Jason is evaluating having all electronic (web based) registration on-site at gameStorm. Chromebooks won't work with the registration badge printer. (Everything else will, but not the printer.)

Tatiana will be the OSFCI webmaster. Isaac Carroll has volunteered to be the IT Director for OSFCI and the system administrator. He is currently a system administrator for HP, and has worked the Phoenix on the GameStorm scheduling system. There was some discussion of what tasks fell under “IT Director.” Stephe said that he envisioned that the IT Director would be responsible overall for “all things IT” for OSFCI. He would be coordinating the efforts of other people working on various aspects of OSFCI's IT, making sure things got done (such as researching and buying new hardware—which Jason is currently doing—and the webmaster role). Basically coordinating efforts of the people who know what they're doing.

OSFCI needs to work on its electronic infrastructure, and this would need a committee of people. (OSFCI has too often depended on just one or two people to accomplish this.) Stephe said he's been working on a proposed structure for the IT committee. There was some discussion about this.

Isaac was appointed as OSFCI's IT Director and system administrator by a unanimous vote.

Jason said all the electronic equipment has been passed on to Lea for OryCon, except for the PA equipment.

7. Ombudsman Report (Jacob Engstrom)

Jacob finally received the security report for last spring's GameStorm on September 2nd. (He was not pleased by the delay.) He did point out that this was the fault of the security person, **not** the GameStorm chair.

The new three-part forms were used at the convention, and scans of them was finally passed on four months after the convention. Stephe will pass on the scans of these forms to Jacob.

There were two incidents at GS 21 that were not included in the report—these were dealt with at-con. The OryCon 41 de-escalation training was at the OryCon meeting last weekend. (There will be another training session at-con.)

Jacob asked that any changes to the Code of Conduct be adopted no later than a month before GameStorm 22, so that the changes can be incorporated in the training for that convention. He also suggested that the members of the OSFCI Board schedule a time to go through the training.

OryCon this year has been an “interesting” year, when it comes to rumor control. We need to encourage passing on rumors to people who have the answers, rather “off-the-cuffing” it. Jacob also mentioned that he's been encountering people who view OryCon as having a negative reputation, due to various reasons. The Board needs to address this (once this year's convention is over).

8. Publicity (Jason Bostick)

Jason asked that, as the OSFCI publicity head, he be included in the loop when it comes to OSFCI working to address the issues that Jacob mentioned (*above*).

Lea has asked Jason to reach out to the local broadcasters, but currently Jason is still waiting for some more information from Lea. There was some discussion about the Standard Insurance Volunteers Fair.

9. Quartermaster (Keri Turner)

Keri had sent out a report earlier.

There have been some recent emails regarding the keys to the storage unit, and there was some discussion about this. (This will be discussed more at the next Board meeting.)

Lea mentioned that Creation Station is taking up a lot of space at the OSFCI storage unit and Creation Station is not an OSFCI entity. After some discussion, it was felt that these items were likely only used by Creation Station at OryCon. Travis: This brings up a liability issue. If the equipment we're storing is not ours, then we have a liability issue if it has a value. (It's moot if it doesn't have any value.) There should be some sort of memorandum (MOU) of understanding if we are storing equipment for another entity, stating who's liable if something happens to that equipment. This needs to be investigated. Keri should probably ask Creation Station if they feel the equipment is theirs or OSFCI's.

Jason said he's been working on a draft MOU for situations like this.

B. “What Does the OSFCI Board Do?”

Debra will recruit additional people to work on this, and will try to have a preliminary draft ready by the next meeting.

Amazon Smile account: This still being investigated by the Treasurer.

VII. Business Carried Over

A. Policy regarding complimentary memberships for caregivers at conventions

This was tabled until the next meeting.

B. Grant Writing Class (Debra Stansbury)

Debra sent an email report to the Board list in August. There was some discussion about this. It was decided that further discussion will be by email, probably post-OryCon.

C. Storage of Historical Knowledge and Sensitive Information

Tatiana is still evaluating systems for this. OSFCI is storing personal information (such as addresses and phone numbers) which should be protected. There was some discussion on what data should be protected and/or archived. Isaac and Tatiana will work on this, and it will be discussed further at the next meeting.

D. Donation in Honor of Ursula K. Le Guin

The donation letter and check have been sent.)

E. GameStorm Web Development

Phoenix provided a description of that they are working on. Discussion (and questions) followed.

VIII. New Business

A. Liabilities (Travis Peters)

OSFCI currently has a few written agreements concerning shared use of equipment and a lot of handshake agreements. And in most cases, that works. But the historical knowledge of the verbal agreements often exists within a small set of people. OSFCI needs to think like a large organization, and make sure that all agreements are documented.

Aaron said that he saw two different classes of agreements that OSFCI currently has: there are the formal (written) agreements with organizations like Kumoricon (for which we have insurance specifically to cover the liability for their equipment); and there are the informal agreements with loosely-organized groups like Creation Station, where we've made the agreements with individuals. Travis: We need to think about the latter group, and try to determine whether more formal agreements are needed with the organization. There was more discussion about this. Aaron mentioned the game library, which is currently in his house. His household insurance will not cover the value of those games—so they are currently uninsured.

And on a related topic, Aaron mentioned the current OSFCI insurance policy expires at the end of November, and the insurance company (American Hallmark) has said that it will not be renewed, because our agent of 24 years (Oak Tree) is no longer representing them. Oak Tree is currently looking for a replacement policy. So this is a good time to review what we need in insurance coverage. We know we need:

- \$1million liability and damage coverage for the hotel
- insurance coverage of the rented truck(s)
- insurance coverage for the borrowed equipment (such as what we borrow from Kumoricon)

What other coverage is needed? Suggestions included loss & theft insurance on the equipment in our storage unit (and elsewhere), and board & officer coverage. One suggestion was that OSFCI pay for a rider on Aaron's insurance to cover the game library, but Travis felt it was much better to get one policy that covers all aspects of OSFCI. Aaron pointed out that he could not get a rider on his insurance to cover the value of the game library, due to the difficulty in assessing a value of the games in the library.

Jacob strongly suggested that OSFCI obtain board of officer insurance coverage (it's pretty inexpensive). He also suggested searching out a broker who works in the nonprofit arena. Isaac also suggested cyber security insurance. What has been the cost of the policy? In recent years, it's been about \$1100.

How important is it to have the new policy in place before the old one expires? Or is it just important to have one in place for GameStorm 22? Stephe: I would rather not see any gap in coverage. Car pointed that OSFCI does hold outreach events between the conventions, and we should not do that without insurance in place. Travis asked that the conversations continue to determine what we need (at the very least, we need coverage replacing what we have now).

Next Board Meeting

The next Board meeting will be on Thursday, December 12th. The time will be 7PM, and the location is TBA.

No adjournment time was noted.

REPORTS

OSFCI Treasurer's Report 10/10/19

Travis Peters - Treasurer

1. Current Status

Current (as of 10/10/19) Bank account status:

Account	Balance	Change Since 8/15/19
OSFCI Checking	\$47,617	\$2,642
Endeavour	\$4,046	\$200
Merchant	\$568	\$0
Game Lab	\$7,921	\$0
OryCon Even	\$1000	\$0
Gamestorm Even	\$11,049	(\$516)
Gamestorm Odd	\$1,200	(\$10,350)
OryCon Odd	\$10,214	(\$759)
Undesignated	\$1,000	\$0
OSFCI Savings	32,589	\$5
PayPal Orycon	\$18,706	\$6,657
PayPal Gamestorm	\$22,527	\$1,702
Total	\$158,437	(\$419)

2. Old Business

A. Active conventions are GS21, O41, GS22

i. Gamestorm 21 Finished strong just one outstanding check

ii. Orycon 41 pre-convention revenue of just over \$28,864

iii. Gamestorm 22 preregistration is strong with just over \$33,575

B. Banking Issues:

i. Bank account/ Business Accounts clean up

(1)

PayPal Name correction – EIN

changes are complete now working on the name changes.

ii. Amazon Smile

- C. The Board authorized me to develop of a misuse of funds policy that is still on my to do list.
 - D. Year End Taxes for 2018
 - i. Applied for an extension
 - ii. I have the information I need to complete this.
 - E. Corporate Equipment and Records Retention this is still on my to do list
 - i. I need to research laptops for the hardware side
 - ii. I have acquired Quickbooks and we have started converting our current year banking transactions into it.
 - iii. Look for record retention physical/virtual options with assistance from Storage Manager
 - F. Art Show Panels order I have contacted the dealer asking for a quote including shipping.
3. New Business
- A. Agreements review for liability/risk

GAMESTORM 22

GameStorm is progressing. Budgetary spending has not really kicked off yet other than our game days.

Registration finances seem to be ok, though based on last numbers I feel we are still a bit low. We have our next price increase later this month so should see another jump

We have submitted our GM invites for registration to process which will allow us to get a better look at where we stand for income/membership.

We are planning on opening GM Submissions of games in November. This is approximately 2 months earlier than we have done so in the past so I am hoping this will generate a larger amount of game options and give our schedulers more time to process without undue stress.

We have had difficulties securing GOH's. I am sending out another call to one on my list, and I am going ahead with a previous confirmation on someone who was interested (not on my radar but their games are solid and may generate members)

Treasury report attached. I do not have a hotel or Reg report at time of submitting this (part of the delay) and am hoping to have one by meeting time tomorrow.

OryCon 41 Report to the Board

October 11, 2019

OryCon 41 will happen in some way. It remains a challenging year.

Registration: We have 548 paid members.

Hotel: We have 502 of 750 room nights booked as of October 7th. That's almost exactly 67%, or 60 nights short of our room block with 6 days left before the cutoff. We're pushing rooms in Progress Reports and on social media.

Treasury: We have money. See the treasury report at the end of this report. I request the board's approval of the budget.

Programming: Programming is very, very late. JJ has made up the ground lost last summer as quickly as he can. I know he's put in a mammoth amount of work, and the schedule will be released next week.

Art Show: Art Show is almost full. The new displays are being ordered from California. I maintain hope that they will be here for OryCon, but the layout submitted to the hotel will work with either set of panels.

Dealers: Dealers Room is full. We're now at the stage of filling in cancellations from the wait list.

Volunteers: I'm not completely sure, but some help from the Standard Insurance Volunteer Fair and friends in TRMN may have resulted in an embarrassment of riches. I'm still a little short on specific positions (more on that below), but for rank-and-file volunteers, we seem to have a rich supply.

Specific concom or skilled positions outstanding:

- Truck driver: two different prospects have had to back out.
- on-site GoH Liaisons, two: Helen Umberger has covered the pre-con arrangements with the GoHs for whom I don't have liaisons, but guidance during the con isn't optional, especially in this hotel. The overtures I've made so far haven't born fruit yet.

Meetings: The last meeting will be on Sunday, November 3rd, at the Red Lion.

Side note: I strongly suggest that the practice of mail-in memberships going to the private home of the treasurer is a bad idea. I've had to comp 5 members as a result of mail-in registrations vanishing into the ether. I have no way of knowing whether they went to the home of my previous treasurer or possibly (understandably) evaporating when my current treasurer moved to a new home. Life presents too many opportunities for chaos, regardless of the exemplary stability demonstrated by the previous OryCon (and GameStorm) Treasurer. We have a post office box. We should use it. I strongly recommend that the next OryCon assign a person to check the OryCon mailbox and forward as needed.

ORYCON 41 TREASURY REPORT Date: 9/30/2019

Carla Smith, OryCon 41 Treasurer

INCOME

DEPARTMENTS

	Budget	Received
Art Show	\$2,500.00	\$1,653.61
Artifacts (General Sale)	\$1,400.00	\$0.00
Chair General (Donations)	\$0.00	\$0.00
Child Care	\$300.00	\$0.00
Dealers Room	\$6,000.00	\$8,868.58
Hospitality (Donations)	\$350.00	\$0.00
Registration/Memberships	\$39,000.00	\$18,342.10
Souvenir Book (Ads)	\$300.00	\$0.00
TOTAL INCOME	\$49,850.00	\$28,864.29

EXPENSES

CHAIR Managerial Area	Budget	Spent	Balance Remaining
Chair General	\$1,000.00	\$81.00	\$919.00
Guests of Honor	\$9,150.00	\$454.00	\$8,696.00
Hotel	\$11,500.00	\$0.00	\$11,500.00
Meetings	\$500.00	\$384.87	\$115.13
OSFCI: Attendance Fee (Est.1140@\$2.00)	\$2,400.00	\$0.00	\$2,400.00
Ribbons	\$600.00	\$139.00	\$461.00
Treasury	\$80.00	\$5.00	\$75.00
Sub-total Chair Managerial Area	\$25,230.00	\$1,063.87	\$24,166.13

MEMBER SERVICES Managerial Area

	Budget	Spent	Balance Remaining
Art Show	\$1,400.00	\$36.82	\$1,363.18
Artifacts (For Sale)	\$2,000.00	\$932.29	\$1,067.71
Child Care	\$550.00	\$0.00	\$550.00
Dealers Room	\$700.00	\$99.67	\$600.33
Fan Lounge	\$200.00	\$0.00	\$200.00
Hospitality (includes food/drink for Green Room)	\$4,000.00	\$0.00	\$4,000.00
Information Desk	\$100.00	\$0.00	\$100.00
Registration	\$1,200.00	\$193.26	\$1,006.74
Teen Lounge	\$150.00	\$0.00	\$150.00
Sub-total Outreach Managerial Area	\$10,300.00	\$1,262.04	\$9,037.96

OPERATIONS Managerial Area

General Operations	\$50.00	\$0.00	\$50.00
Logistics (includes vehicle and radio rental)	\$2,000.00	\$0.00	\$2,000.00
Signage	\$150.00	\$0.00	\$150.00
Volunteers	\$50.00	\$0.00	\$50.00
Watch / Security (includes hired security)	\$900.00	\$0.00	\$900.00
Sub-total Operations Managerial Area	\$3,150.00	\$0.00	\$3,150.00

PROGRAMMING Managerial Area

Children's Programming	\$100.00	\$0.00	\$100.00
Electronic Schedule	\$200.00	\$0.00	\$200.00
General Programming	\$300.00	\$0.00	\$300.00
Green Room (packet printing only)	\$1,350.00	\$0.00	\$1,350.00
Opening / Closing Ceremonies	\$0.00	\$0.00	\$0.00
Video/Film Festival	\$50.00	\$0.00	\$50.00
Sub-total Operations Managerial Area	\$2,000.00	\$0.00	\$2,000.00

PUBLIC RELATIONS Managerial Area

Advertising	\$1,500.00	\$205.31	\$1,294.69
Daily Zine	\$150.00	\$0.00	\$150.00
Photography	\$100.00	\$0.00	\$100.00
Pocket Program/Souvenir Book	\$5,600.00	\$0.00	\$5,600.00
Sub-total Operations Managerial Area	\$7,350.00	\$205.31	\$7,144.69

SPECIAL EVENTS Managerial Area

Dance	\$0.00	\$0.00	\$0.00
Masquerade	\$200.00	\$0.00	\$200.00
Events Tech	\$1,500.00	\$0.00	\$1,500.00
Sub-total Special Events Managerial Area	\$1,700.00	\$0.00	\$1,700.00
TOTAL EXPENSES	\$49,730.00	\$2,531.22	\$47,198.78

ASSETS

Checkbook Balance 9-30-19	\$10,434.15
Cash Waiting Deposit	\$0.00
Checks Waiting Deposit	\$0.00
Due to OSFCI on Corp Credit Cards	\$0.00
PayPal in Transit	
PayPal Balance 9-30-19	\$16,898.92
TOTAL ASSETS	\$27,333.07

BALANCE SHEET

Total Income	\$28,864.29
OSFCI Seed Loan	\$1,000.00
Minus: Total Expenses	-\$2,531.22
BALANCE	\$27,333.07

Game Lab Report

Game Lab had a very successful Maker Faire at OMSI with both brand new and experienced local designers having tables to run demos and play tests. 300 or more visitors came by the tables, and we were able to give out Game Lab, GameStorm and other OSFCI information to interested folks.

We are continuing our regular plans for 2020 GameStorm. Everything is running smoothly there. Julie LaRoux continues as our "executive staff" person and has already suggested some great Innovations as our lead for GameStorm planning.

Robert LaCosse and I will continue to support her efforts and watch over the smaller other Game Lab activities. We are continuing work with Western Oregon WarGamers Association to possibly partner on shared space for events and some game prize storage.

The Clayton Memorial Medical Fund
Report to the OSFCI Board
 October 15, 2019

I will not be able to attend the Board meeting. Please ask any questions on the Board list.

Requests for Aid:

We have had no requests for aid since our last report.

Donations and Financial Report:

We have had two regular donations of \$20.00 since our last report. In addition, we thank Gamestorm21 and Rodney Barnes for their donation of \$200.00. We have \$16,985.76 in the bank as of October 8, 2019.

Financial Health of the Fund:

While we cannot know what demands will be made on the Fund, our plan has always been to have enough money to respond to emergencies, anticipating that if we face a heavy demand we will hold a major fund raising campaign. The balance we have still gives us the money to react to further aid requests, but we will have to begin fundraising soon.

Board of Trustees:

We thank J.J. Ark for accepting the position of OSFCI representative on the Clayton Board of Trustees.

Committee Members	First Appointed	Term Expires (2-year terms)
James Fiscus, Chair	October 1996	November 2020
Page Fuller, Treasurer	October 1996	November 2020
Rick Lindsley	February 2013	November 2020
John Lorentz	February 2019	November 2021
Ruth Sachter	November 2002	November 2019
Marc Wells	November 2003	November 2019
J.J. Ark	October 2019	

Submitted,
James W. Fiscus
Chairman, Clayton Fund Board of Trustees

The Endeavour Award
October 15, 2019
Report to the OSFCI Board

I will not be able to attend the Board meeting. Please ask any questions on the Board list.

Financial Report:

As of October 8, we have \$4,046.48 in our account. We thank Gamestorm 21 and Rodney Barnes for their donation of \$200.00.

2019 Finalists

- *Blood Orbit* by K.R. Richardson, Pyr Books;
- *The Girl in the Green Silk Gown* by Seanan McGuire, Daw Books;
- *Irontown Blues* by John Varley, Ace Books;
- *Moonshine* by Jasmine Gower, Angry Robot; and
- *Trial by Treason* by Dave Duncan, Night Shade Books.

The winner of the Award will be announced Friday at Orycon, before Opening Ceremonies.

Judges for 2019

Our judges for this year are Kij Johnson, Linda Nagata, and Bud Sparhawk.

Readers:

We will soon be asking publishers to send in books for next year's Award and, as always, we need readers. If you know of anyone who might be interested, please have them email us at endeavour@osfci.org.

Endeavour Committee:

Member	First Appointed	Term Expires (3-Year Terms)
James Fiscus, Chair	October 1996	November 2020
Page Fuller	October 1996	November 2020
Marilyn J. Holt	September 2000	November 2020
Sara Mueller	October 2003	November 2019
Sheila Simonson	October 1996	November 2019
Shawn Wall, Treasurer	November 2005	November 2019
Helen Umberger	November 2012	November 2021

James W. Fiscus,
Chairman, Endeavour Award Committee

Susan C. Petrey Scholarship

Income Statement - Q3 2019

Balance (6/30/2019)
Income

\$4,738.45

PayPal Giving Fund	\$10.00
Interest	\$0.22
Total	\$10.22
Expenses	
Scholarships & Fellowship	\$0.00
Total	\$0.00
Balance (9/30/2019)	\$4,748.67
OCF Balance (6/30/2019)	\$69,582.21

2019 Recipients

Celeste Rita Baker (New York)
Samuel Douglas Shaw (Arvada CO)
Emma Bogdonoff (Baltimore)
Anne Leckie (Susan C. Petrey Fellow)

2020 Recipients

Ted Chiang (Susan C. Petrey Fellow)

IT COMMITTEE

I was granted access to the website, and OSFCI database on September 16, 2019, but due work schedule issues, I wasn't able to test until a few days ago and I have verified I have all the access I believe I need for the time being. Starting after the next meeting (October 15, 2019), I should be able to post meeting minutes and meeting schedules on a timely fashion. Previous meeting information will be posted as soon as I have some spare time, which I expect to happen in the next couple weeks.

I had an informal meeting with Debra Stansbury about changes to be made to the website, and I took some notes and expect to have those implemented by the end of November (I don't expect to take that long, but just setting a reasonable deadline, should something unexpected happen). If you have any questions, or information that you would like added/modified to the website, feel free to let me know.

I would like to submit my request to continue this function (of updating the website), even if a new system administrator is selected.

On the subject of sensitive data storage:

I have finished analysis of a number of reports from big companies (Yahoo, Equifax, Facebook, etc.) that had data leaked to better understand where they went wrong, and what they did to remedy the situation and what could have prevented the issue. It seems that on top of making sure that the data is secure against hackers, we need to keep track of a number of additional information that I had not considered, such as: who has access to the information, the duration period they have access and what information they access. My original plan was to create a section within the OSFCI website to store this information, however after learning of these other requirements that reduce our liability from a legal standpoint, I am still evaluating different systems to meet this list of newfound requirements.

Thanks,

Tatiana McIrvine

PR REPORT

I am currently working on a project at Lea's behest to try and get us some morning talk show visibility (AM Northwest, Metroscope, Good Day Oregon) either in pre-recorded or live segments. We will see how this proceeds.

I am also writing a post con wrap up procedure for PR teams to ensure passwords for secure services (Twitter, etc) that are in the PR realm are returned to OSFCI for transfer to next years groups. This will include the timing for changes to admin rights for accounts such as Facebook.

I have noticed a new banner that was used at a Volunteer Recruitment day with OSFCI logos and talk. While I appreciate the convention taking this initiative, it would help PR to be aware of both this new banner AND of events such as these. This is the type of event that is perfect for cross recruitment and should be done at this level or at least offered to the other convention.

I am still working on the new Electronics bid. We are still discussing minimum requirements. I am going to use OryCon as a baseline for the usage of laptops and Tablets (I have them with me today to hand off) and am going to have an email bid available shortly after OryCon.

-Jason

HOTEL REPORT

The Hotel Committee has two things to report. First, I have started negotiation for GameStorm and OryCon contracts for 2021 and 2022. Second, the Red Lion is undergoing some renovations. Please see attached PDF (*note: not included here*) for a rendering of the new space, and below for Cheryl's email to us. The chairs of both conventions are aware of the changes. This will result in more function space, but also some disruption to functions previously scheduled for Hayden and the lobby space outside it, which will be taken up by the new restaurant. This include Registration and LAN gaming, and some fan tables. The plan for OryCon 41 is in place, using the former restaurant space (Banquet Room A) for Registration and putting LAN downstairs in Multnomah. Planning for GameStorm is ongoing.

Aaron

Patty, Aaron and the OSFCI board:

We have exciting news to share!

The Red Lion Hotel on the River is undergoing a comprehensive renovation in order to provide an upgraded experience to our guests. As part of this renovation will occur over the dates of Orycon we wanted to make sure you were aware of the timeline, effects and hotel efforts to

minimize the impact on your group. There is also some impact to Gamestorm as to how the Hotel will be configured in the future.

Work has begun on the first stages of our renovation. We are constructing what will become our new restaurant in the lobby of the hotel. What was the Hayden Room and Espresso Lounge will now become The Grill—a relaxed, Northwest-inspired menu in a comfortable setting great for getting together and sharing a bite. This space will also include a specialty coffee and cocktail bar.

Construction of The Grill is scheduled to be complete by October 4th so it will be in place prior to your arrival. Once the new restaurant is open, we will be closing the Jantzen Beach Bar and Grill and JB's Lounge. These spaces will be renovated and will become the new Columbia River Event Center offering a combined approximate 7,000 square feet of new event space. The timeline is such that the former restaurant space (soon to be Columbia River Event Center A) will be complete by November 8 and beginning Monday, November 10, the JB Club will undergo renovation to construct Columbia River Event Center B. The Hotel has set this timeline so that Orycon has access to both event spaces to fulfill the current contract.

What this means for the annual Orycon and Gamestorm conventions:

- The Hayden room no longer exists so any events scheduled in the Hayden are relocated to the JB Grill space; the JB Club space will be available as contracted. Moving forward, the Hotel will offer both spaces as part of future Orycon and Gamestorm conventions.
- Relocate registration to another area of the Hotel.

Future renovation plans:

We are planning to begin lobby renovations in December. In addition, in 2020 we will be updating our meeting spaces with new carpet and new vinyl, upgrading our landscaping and exterior of the building including the pool area. We hope this gives you a lot to look forward to as we continue to partner with OSFCI.

Our Partnership:

It is our goal to not disrupt our groups and so we have set this timeline in place to limit the impact the renovations have to the upcoming Orycon conference. When I have more information regarding a timeline for the meeting space refresh and exterior projects, I will connect with you again. We can't wait for these new changes and for you to experience them first-hand. Our goal is to improve the hotel and enhance your experience. We intend to do so with as little interruption to our guests as possible. Please see the attached renderings of our new look!

We appreciate your partnership and look forward many successful conventions with OSFCI!