

OSFCI Board of Directors Meeting

The Barn Nonprofit Meeting Space

618 NW Glisan St
Portland OR
December 12, 2019

ATTENDING: Board members attending: Car Bostick, Aaron Curtis, Tatiana McIrvine, Travis Peters (*OSFCI Treasurer*), Lea Rush (*also OryCon 41 chair*), D. Stephen Raymond (*OSFCI President*), Debra Stansbury and Linnea Thompson (*also tentative OryCon 42 Co-Chair*).

Other people attending included Isaac Carroll (*OSFCI IT manager*), Jacob Engstrom (*OSFCI Ombudsman*), Rick Lindsley (*OryCon 42 Secretary*), John Lorentz (*OSFCI Recording Secretary*), Daniel Reitman (*tentative OryCon 42 Co-Chair*) and Keri Turner (*OSFCI Quartermaster*).

The meeting was called to order by D. Stephen Raymond at 7:02PM.

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.*)

(*Report was delivered later in the meeting, after the GameStorm report, as Travis was stuck in traffic and arrived late.*)

Travis has been chipping away at the backlog. The biggest issues are the taxes, the insurance and ASCAP. Additionally, there are reimbursements due to Car for the purchase of the laptops. What is the status of the Amazon SMILE account? Travis said that's still on his to-do list.

Financial reports from the 2019 events (for the taxes) must be in by January 31, 2020. Travis will be sending out reminders to people indicating the information that he needs.

Travis reminded people that transfers from one OSFCI entity to another (such as when an event gives money to the Endeavour Award) is simply a transfer between accounts—for IRS purposes, it is not a donation by the giver and is not a grant received by the recipient. Those are only for when money comes in to OSFCI from a third party, or when money goes from OSFCI to a third party.

Insurance: Aaron reported that the new policy is in force, as of December 1st. The new policy drops the coverage the previous policy had for vehicle rental damages—the old policy no longer provided enough coverage and events had been using the rental companies' insurance coverage for the last few years (Rider and Penske required \$100K in insurance, and the old OSFCI policy only covered \$50K).

The Board should talk at some time about directors insurance, but that doesn't need to be today. Stephen: What we're saving on the new insurance policy will probably cover the cost of the directors insurance..

III. Online Business Recap

The purchase of the six laptops and accessories was approved in a unanimous online vote on November 26th. (The items have been purchased and Car brought five of them, and the receipts, to hand off to Travis.)

The change to the new proposed matching donations form was approved in a similar vote on December 7th. Stephen has sent the needed changes to the web site to Tatiana.

IV. Reports on Sponsored Activities

A. Conventions and Bids

1. OryCon 41 (Lea Rush)

(A report was sent out earlier via email.)

Lea said that the report she received from the OryCon 41 treasurer was not useful—there are too many things still outstanding. It's very incomplete—for example, none of the credit card charges have been entered, and the art show income and checks to the artists need to be reallocated.

2. GameStorm 22 (2020) (Jason Bostick)

(A report was sent out earlier via email by Jason, who could not attend the meeting.)

Car Bostick was representing GameStorm for Jason. There were no questions by the Board.

3. OryCon 42 (Linnea Thompson and Daniel Reitman)

(A report was sent out earlier via email.)

Their real lives have been very busy since OryCon 41, and they are behind on recruiting. (Both of them should have more time now.) And they are behind on getting possible Guests of Honor to respond. Their first invitee for Editor GoH had a schedule conflict.

They are concerned about not having a treasurer yet. On that subject, Car expressed concern about the actual status of OryCon 42. Has the bid (for Linnea and Daniel to chair Ory42) even been officially accepted? They were supposed to get approval from the sub-committee that was designated to determine if their proposed power-sharing (as co-chairs) arrangement was acceptable. Has this happened? Travis: No. They're still waiting for more information from Linnea and Daniel. Stephen said that one of his concerns was that someone needs to be answering emails. There was some discussion about this. Rick Lindsley (the OryCon 42 secretary) may be added to the "chair" alias so that someone is monitoring the incoming email.

Car said that she was still wondering if they can proceed without a treasurer (among other things, the treasurer's signature is needed for the management contract). Aaron said that his opinion was that they'd been given tentative approval until the management issue was settled, and that remains the current status (they still just have tentative approval until things change). There was more discussion about the difficulty in recruiting people, setting up job descriptions and updating the wiki. Keri said that she felt that people were being alienated because there is no payback, people aren't getting any pleasure from working on the convention. She feels the Board is taking people for granted. Linnea said that she felt people were upset when a new chair comes in and changes the way that the department (which they've been working in) operates. Keri: There really needs to be a codified set of best practices: job descriptions, resource lists, and other pieces of general information, such as what works (and what doesn't).

Linnea suggested the Board have a checklist for how a con starts up and shuts down—right now, people just work it out as they go. Jacob: This would be a good subject for a strategic planning work session. After some

discussion, Debra and Aaron volunteered to work with Jacob to plan such a session.

As the Board prepared to move on the next subject, John suggested that the Board discuss how to make OryCon 42 a real convention—rather than continue to put it off, meeting after meeting. He felt that there could be some major problems with OSFCI continues along without OryCon 42 being an official convention. There was some discussion about this. Travis said there is no one in the pipeline to take over as treasurer. For various reason, the people that were possibilities for OryCon 42 have stepped aside (GameStorm isn't much deeper). Travis is trying to make the job easier. Many of the practices originally came from the group being small—OSFCI is no longer a small organization. It gets sustained by people putting lot of effort into it...but people burn out. Carla (the OryCon 41 treasurer) told Travis that she didn't realize how much work the job would be.

Keri asked if it would help in recruiting a treasurer if there was a job description. Travis said that he felt this would help. Keri suggested that, as a long-term project, the Board could set up a committee to write convention job descriptions—starting with treasurer. How many committees are there? Jacob said there were currently 12 active committees within the organization. There was more discussion about job descriptions. There is currently a similar committee set up to do this—this will be used as a framework for collection the various job descriptions.

Stephen reminded people that there is an OryCon “Blast” (email) list; recruitment calls could be sent out through that venue to try to bring in a treasurer. Car: Can the treasurer job be split up among several people, such as having one person to keep the books but not having to track down receipts from people? Stephen: Yes. Car volunteered to take on that role. The OryCon 42 chairs will discuss this with her.

There was discussion regarding the committee reporting on the OryCon 42 co-chair structure. Stephen said that he wanted to see the final report of that committee at the February Board meeting. Linnea said that they would answer the committee's current questions by the end of December.

4. Game Lab

(A report was sent out earlier via email.)

B. Fund and Awards

1. Clayton Memorial Medical Fund (James Fiscus)

(A report was sent out earlier via email.)

Jim Fiscus has asked the Board to reappoint Ruth Sachter and Marc Wells to the Clayton Board of Trustees. The Board voted to do so.

2. Endeavour Award (James Fiscus)

(A report was sent out earlier via email.)

Jim Fiscus has asked the Board to reappoint Sheila Simonson and Sara Mueller to the Endeavour Committee. The Board voted to do so.

There was some discussion on whether the Clayton Fund and Endeavour Award committees should be incorporating more new blood.

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)

There have been no applicants yet for the grant this year. (The application form is being loaded on to the web site.) Debra gave a brief summary of that the John Andrews grant is.

IV. Other Continuing Business

A. Departments

1. Bylaws Committee

Nothing to report at this time.

2. Code of Conduct Committee (Tatiana McIrvin)

Nothing to report at this time.

3. Future Guests of Honor (Debra Stansbury)

Debra has contacted the members of her committee, and they will be meeting soon.

4. Hotel Committee (Aaron Curtis)

Aaron reported that the Red Lion hotel is interested in signing contracts for 2021 and 2022 (a contract is already in place for 2020.) The proposal is for the same weekend each year, and essentially the same meeting room rates, with the sleeping room rates going up \$3 a year. They would like to have the contracts signed by the end of the month. Aaron discussed (with the hotel) that OryCon needs to find ways to save money, but they have no suggestions. So OSFCI will have to come up with some specifics on how to cut the costs.

There was some discussion. Linnea mentioned that there have been mechanical issues two of the three years that OryCon has been at this hotel. Aaron pointed out that there were no similar issues during the two GameStorms held there so far. (The hotel will be sending proposals for GameStorm contracts as soon as the OryCon contracts are settled.) There was discussion of the hotel not being ready for OryCon last month (and slow to get things in place when asked.) Car asked whether OryCon could fit into a smaller hotel. Daniel asked if it would be used to ask the hotel for a liquidated damages clause (to cut OryCon's costs when the hotel is delinquent in having rooms set up as specified in the agreement). There was discussion about this. Stephen suggested that Daniel and Aaron discuss this offline.

John said that he'd researched the existing hotels and had sent out a summary earlier this year in the minutes of one of the Board meetings earlier this year. The hotels in Portland that can currently hold OryCon are: the Red Lion (OryCon's current home), the Doubletree at the Lloyd Center (which we left, mostly because they couldn't guarantee a specific weekend), the Marriott on the Waterfront (which we left, even though they were very anxious to keep us) and the Hilton (which is interested in a higher-paying clientele. And possibly the convention center Hyatt when it opens. *(Note: The Hyatt opened on December 19th, and does look like it has enough room.)* Any other hotels in town, such as the Monarch or the Airport Holiday Inn, are much smaller and would force a major change in what OryCon offers.

Rick said that he has the OryCon attendance figures for the last three years, and OryCon has actually been (slowly) increasing—although they are lower than OryCon used to draw. Aaron pointed out that there advantages to having both conventions in the same hotel—we're not going to get a better deal by splitting them.

Aaron said the crisis that OryCon appears to be facing is not membership numbers, it's not the hotel—it's the con. OryCon is having a very hard time recruiting people to work on it. But once we sign a contract, we have to have a convention. (OSFCI cannot afford the penalties for cancelling a contract.) Should we continue to hold OryCon? Should OryCon 42 be that last one? Discussion. Lea said that chairing OryCon 41 was disastrous for her, due to the lack of people coming forward to work on it. John asked if it would be possible to sign a two-year contract with a clause allowing us to opt-out after one year? Aaron: The

only way to do that is to just sign a contract for one year.

How are we doing with the things that the hotel cares about? Aaron: The hotel wants to see rooms rented. After a couple of years filling 100% of its block, this year we filled 90% (the contract specified a minimum of 80%.) Aaron: OryCon has a strength in that they sell a lot more hotel rooms than GameStorm, even with only two-thirds the membership.

There was more discussion on whether OryCon 42 (2020) should be the last OryCon (e.g. don't sign any new contracts). Another possibility is to massively restructure OryCon to cut down on the personnel needed (no hospitality, no art show, etc.).

After more discussion, the Board voted (with five votes in favor) to authorize Aaron negotiate a one-year contract with the hotel, using his best judgement. Any decision on changing the scope of the 2021 OryCon will be discussed later, when the Board has more information. (Rick said that he has more information on the previous years at home and will pass it on to the Board in the near future.)

5. Inclusivity (Debra Stansbury)

The ribbons continue to be a wild success. The inclusivity statement that the committee came up with has been put on the OryCon web site and the OSFCI web site.

6. IT Committee (Isaac Carroll)

(A report was sent out earlier via email.)

There was some discussion on some of the system issues noted in Isaac's report, and his plans for increasing system security.

Isaac would like to prune the current IT committee to a more active core group—right now, the committee isn't really a resource for him. He was given the go-ahead to do so.

He also asked for more clarity in his status and authority in his position, since—although he's not currently a member of OSFCI—he has been appointed to a position by the Board. Keri suggested that he write up a proposed job description for review.

All the domain registrations have been transferred to Amazon Web Services (which currently charges \$12 a year for domain registrations).

7. Publicity (Jason Bostick)

(A report was sent out earlier via email.)

8. Quartermaster (Keri Turner)

Keri sent out a report in November.

The first stage of the inventory is done—she still needs to inventory the laptops (new and old), as well as the tablets.

She's started implementing some new systems and protocols, and will start replacing the storage totes soon, and wants start to purging some of the old items (mostly small items). There was some discussion on whether Keri should run the list of items being purged by the committees first. Keri felt that she should be able to use her own judgement in what should be purged and she was supported in this by some of the board members; other people thought there should be some review by the departments involved.

After considerable discussion, at 9:26PM it was moved to extend the meeting by 30 minutes. The motion

failed on a 4-4 vote. A motion was then made to have listed the items being purged (either broken or of a value of less than \$10), with OSFCI's budget (not the convention's) paying for the replacement of any items that turned out to be needed. This motion passed.

Everything else was tabled until the next meeting.

Next Board Meeting

The next Board meeting will be on Tuesday, February 18th. The time will be 7PM, and the location is TBA (ideally this same location).

The meeting was adjourned at 9:32PM

REPORTS

OSFCI Treasurer's Report 12/12/19

Travis Peters - Treasurer

1. Current Status

Current (as of 12/08/19) Bank account status:

Account	Balance	Change Since 10/10/19
OSFCI Checking	\$41632	(\$5,984)
Endeavour	\$2867	(\$1,180)
Merchant	\$568	\$0
Game Lab	\$7,921	\$0
OryCon Even	\$5,441	\$4,441
Gamestorm Even	\$33,941	\$22,892
Gamestorm Odd	\$1,000	(\$200)
OryCon Odd	\$29,929	\$23,470
Undesignated	\$1,000	\$0
OSFCI Savings	32,589	\$5
PayPal Orycon	\$4,496	(\$14,210)
PayPal Gamestorm	\$1,799	(\$20,728)
Total	\$163,188	\$8,506

2. Old Business

- A. Active conventions are GS21, O41, GS22, O42
 - i. Gamestorm 21 is Done
 - ii. Orycon 41 Concluded wrapping up convention expenses
 - iii. Gamestorm 22 preregistration is strong with just over \$35,540
 - iv. Orycon 42 Preregistration stands estimated at \$9,937
- B, Banking Issues:
 - i. Bank account/ Business Accounts clean up
PayPal Name correction – EIN changes are complete now working on the name changes.
 - ii. Amazon Smile
- C. Credit Card and Cash misuse of funds policy I am still working on
- D. Year End Taxes for 2018 are filed
- E. Corporate Equipment and Records Retention this is still on my to do list
 - i. Laptops acquired for Treasurer, Secretary, and Convention Treasurers
Software and security are the next steps
 - ii. Quickbooks conversion has started
 - iii. Look for record retention physical & virtual options with assistance from Storage and IT Managers
- F. Art Show Panels order- I have contacted the dealer and received a quote need to discuss with Shanta
- G. Agreements review for liability/risk discussion

3. No New Business

OryCon 41 Report to the Board

OryCon 41 happened. The truism that if they don't know how the sausage was made, they'll have more fun was in full force. The feedback was largely positive.

Registration: We had approximately 1192 members. There are some reasons that I can think of for the drop in membership:

OryCon 40 was a major anniversary con. Some people may have attended for that reason alone.

Kumoricon was the following weekend. It wouldn't be surprising if local folks had to pick one or the other.

There was no TV coverage at the beginning of the convention as there was last year. Jason asked for a blurb with which to entice the scheduling departments for the local morning talk shows, and neither I nor any of the people I reached out to had the bandwidth to help him.

Programming was very, very late. It's an Advertising and PR issue to have the schedule out in September to act as an appetizer. Elizabeth Vann-Clark had to step down due to major life challenges in mid-September, which meant that JJ had to finish with only a few people with limited ability outside their normal tracks. JJ made some mistakes, but he stuck with it to the end when a lesser soul would have quit in self-preservation.

There's still some bad blood in the community towards both OryCon and OSFCI. Right, wrong, or indifferent, Alexis may have been seen as "one of them" and worthy of support, and me not as much.

There was a seismic event in the Pirate community earlier this year which may have resulted in some people staying away.

Hotel: We made our room block with a healthy margin. That helped. We had 650 of 725 room nights reserved at the beginning of the convention, and I'll have a final number by the night of the board meeting. The

interesting thing to me is that even with a drop in membership, we had no problem filling our rooms. That means that more people came in from out of town, and the local people largely stayed away.

Treasury: It's not finalized yet, but I suspect that we didn't break even. Please refer to the treasury report at the end of this report. I see a few different reasons why: I overspent on GoHs. I realized that too late.

Reg numbers were about 10% lower than I expected.

More people bought early, lowering the average price per membership.

Two departments went significantly over budget due to a few different factors:

As Goddess is my witness, I thought the pipe and drape was rented from the hotel and included in that budget. I was surprised because that used to be quite expensive, and it turns out that that's still the case. Aaron outsourced it for less money, but that was still money that wasn't originally accounted for in the budget.

We all forgot that the truss for the stage lights in Main Events came from In the Pink last year. Again, Aaron obtained it (including some literal last-minute requests from KCon) with money we didn't know needed to be spent.

Childcare lost the less-expensive nannies the Sunday before the con, and I had 3 days to figure it out.

We went with Northwest Nannies, a company with whom we've worked in the past. We succeeded in providing Child Care, but it cost almost twice the budgeted amount.

Programming: Astonishingly, for all the increased focus on diversity and topics for marginalized communities, there were no incidences of heckling and no social media backblow that I can find.

Art Show: We had 25% new artists displaying their work. It was a nice mixture of works to look at. Thanks to Nelson, we managed a very nice layout with the steel and I will be keeping that layout for next year. The flow was nice and open. We sold 210 pieces of art resulting in \$9500+ of sales.

Dealers: We had 40 Dealers this year; this number was down slightly from 2018 due to more requests for larger tables and booths. We also had more applications this year, resulting in a total of 60 different Dealers.

Concom: People loyal to Alexis comprised key parts of the concom last year and largely refused to return (electrically so in a couple of instances). I drew heavily on my personal circle to fill those spaces, and my personal circle drew on *their* personal circles. I hope that they help the next convention. I have encouraged them to do so.

Recommendations for next year, or Ideas that I didn't have time to put into place:

Picture ID badges for key personnel: Hotel, Watch, Chairs. My nighttime Watch Captain Mir Plemmons was unable to be at the pre-con meeting, and while I passed around a picture of him at the meeting, a badge officially identifying him as a Watch Captain would have been the superior solution.

Designate someone in each department whose sole job is to make sure that emails to that department are answered. The biggest complaint I saw was lack of response from three different departments.

Have your GSuites Admin place someone in groups ("aliases") that don't yet have staff in place. That would have helped in a few cases of the point above.

I reiterate: Do not have departmental paper mail sent to private addresses. I believe I comped a total of 10 people, 5 of whom were trying to pay for memberships, because their snail-mailed paperwork vanished into the collective ether. The other 5 were wannabe vendors. I suggest that O42 either designate a Mail person or provide JJ with the means to get the mail-in information to the appropriate people.

GAMESTORM 22

Report from Jason Bostick:

Our Game Submissions have gone live as of the night of 12/7. This is the earliest submissions have been opened.

Registration report is attached. I have asked for an updated version of my treasury report (the one I have is dated 10-10) however very little movement has happened since last meeting beyond income.

Income numbers on Track for current status. We are working on finalizing our last few meeting dates so OryCon 42 has a basis to work from.

We now have 2 GOHs, 1 of which is fully local which keeps costs down.

We have not currently replaced our Stormwatch head and are still working to resolve this.

No immediate issues or concerns at this time. I am still working on a proposal for technology to digitize more of registration, but will have more details available by email in the coming month

ORYCON 42

We don't have a full report for you at this time and plan to start submitting more detailed reports at the next BoD meeting. If any members of the Board have examples of particularly good formats for such reports that they'd like to recommend that we use going forward, we are open to suggestions.

Our single biggest issue right now is a lack of people in key concon positions. Daniel and I both had unrelated non-con-related life issues hit us hard in November, and we have not been able to do the outreach we needed to do yet. I should have substantially more time to devote to this soon, and so should Daniel, as in both cases our outside obligations are likely to clear up before the end of December. As the board is already aware, there have been ongoing multi-year issues with keeping OryCon sufficiently rich in concon and we'll need to conduct outreach to make that happen.

We have now burned through two Treasurers (our outside recruit ghosted us and our inside replacement person quit on Sunday of OryCon 41 for reasons unrelated to OryCon 42), and I am genuinely unsure how to go about trying to recruit someone to the role at this point. Last year's treasurer is not interested in continuing in the role. I have someone who would like to apprentice in the department (Kailan Walker), but he is not ready to be the Treasurer yet and would be better suited to being an apprentice or possibly a second. (He is a high school senior this year and interested in learning more about how to keep accounts as part of his post-high-school plans. I am NOT going to stick him as the main convention treasurer as a "learning experience".) Right now, I have our Secretary (Rick Lindsley) advising us on big-picture budget planning, but we need to get a treasurer seated so we can lock in an actual budget and spend money as needed.

Other most-urgent needs are Hotel and PR. Patty gave us some great suggestions on how to restructure the Hotel role, but we still have not found the right people to fill those roles yet and that needs to be done early.

We have not been able to identify anyone interested in being in overall charge of PR, and have instead been focusing on finding people to table on an event-by-event basis while we continue to look for a more permanent team. We need to find someone interested in building a team rather than going it alone, because it's too big of a job for one person. We have lots of good ideas for PR initiatives, but none of them can move forward without people specifically keeping an eye on them.

Question for the Board and Quartermaster: what is the process if we want to borrow some things from the storage unit for ongoing PR use? I'd like to bring the existing 3 OSFCI music stands to the monthly filk circles that Friends of Filk is starting up and to cons with a strong filk presence as "loaner" stands for musicians to use

during those events. I figure if I tape OryCon flyers to them it would be good promotion for our con within the filk community at essentially no cost to us since already own the stands and I believe that no one outside the OryCon music track uses them now. If Gamestorm or some other OSFCI event needs the music stands we'd certainly work around that, of course. The idea is that I'd bring them to and from events I'd be attending anyway.

GAME LAB REPORT

KC Humphreys

All activities still ongoing, nothing new to report. GameStorm, work with OMSI and local schools all continuing as in previous reports. Feel free to send any questions to KC Humphrey or any other Game Lab staff member.

THE CLAYTON MEMORIAL MEDICAL FUND

Report to the OSFCI Board

December 12, 2019

I will try to make the meeting, but once again other events are likely to prevent me from coming. (And I'm getting tired of having a repeated conflict: I very much hope that next year will be better.) To be safe, please ask any questions on the Board list so I can answer them before the meeting.

Donations and Financial Report:

We have had two regular donations of \$20.00 since our last report. We have \$17,025.76 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.

REQUEST FOR MOTION:

We ask the Board to ratify the re-appointment of Ruth Sachter and Marc Wells to the Clayton Board of Trustees.

Committee Members	First Appointed	Term Expires (2-year terms)
James Fiscus, Chair	October 1996	November 2020
Page Fuller, Treasurer		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	While serving on OSFCI Board.

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

The Endeavour Award

December 12, 2019
Report to the OSFCI Board

I will try to make the meeting, but once again other events are likely to prevent me from coming. (And I'm getting tired of having a repeated conflict: I very much hope that next year will be better.) To be safe, please ask any questions on the Board list so I can answer them before the meeting.

Financial Report:

After the winner's grant of \$1,000.00 and expenses related to OryCon, as of December 9 we have \$2,866.64 in our account. That does not include an additional \$276.25 in book sales to Powell's Books that have not yet been deposited. (Up about \$50.00 from last year.)

Thus, our total available funds stand at \$3,142.89. We expect another small sale of books.

2019 Winner:

Our 2019 winner is *Blood Orbit* by K.R. Richardson, Pyr Books.

The other finalists were *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.

Readers:

We have received the first wave of 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.

REQUEST FOR MOTION: Endeavour Committee:

We ask the Board to ratify the re-appointment of Sheila Simonson and Sara Mueller to the Endeavour Committee.

Member	First Appointed	Term Expires (3-Year Terms)
	October 1996	
Page Fuller		
Marilyn J. Holt	September 2000	
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 Fund

The financial report for the 3rd quarter was provided for the October meeting. The 4th quarter report will be included in the annual report, which will be sent in early January.

Fund raising at OryCon was a great success with the Egg Prizes, Auction & book sales raising over \$2,600. We would like to thank Ann Ezell, Barbara Hoffert, Linda Pilcher, Patty Wells & Joyce Zimmerschied for making the Egg Prize table the most successful ever.

Debbie Cross
Paul Wrigley
Susan C. Petrey Clarion Scholarship Fund

Office of the Ombudsman Report to the Board of Directors

12/09/2019

As a reminder: items within this report may be of a sensitive nature. Please refrain from discussing the contents of this report with non-board members.

OryCon 41

Summary: The convention was quite stressful for many on staff. However, it should be noted that this office noted an overall theme of professionalism and “we are in it together” amongst the staff. Within the last two weeks of the runup and the event itself, this office was asked for advice on several instances on how to go about communicating needs or how to go about potentially challenging conversations.

High Points:

Last year’s Watch was noted for its quiet efficiency and professionalism. This year the bar was raised. The Watch as a whole operated with diligence, proactive problem resolution, and teamwork. They defused a number of delicate situations rapidly and respectfully. This office received several comments of positive feedback about their conduct. Of unusual note, the staff sitting the doors at Art Show/Dealers and Hospitality were praised for going out of their way to assist attendees in pathfinding, “what to do next”, and schedules in a service oriented manner. Further investigation showed that it was not just one individual and the assistance was proactive with attendees often getting the assistance offered proactively.

This office recommends that the Chair of 041 and the Watch heads conduct a review to capture best practices and lessons learned and present to the board.

Watch Report forms continue to be a success. Further, they were effectively transferred this time to the proper parties. *This office continues to thank Stephen Raymond for their development and encourage their use going forward.*

This office is happy to report that the Accessibility Coordinator this year was diligent and worked effectively with multiple other staff to resolve a number of issues, including the elevator shutdown Friday Night. El Jezek has been an

“understudy” for the role for a few years, and this was their first year fully in the role. They performed their duties admirably.

This office fully endorses this individual to hold the position again.

Post-Con Social Media - Last year’s OryCon was notable for a number of social media threads disparaging the Convention or bringing up potential items of concern. An ongoing survey of mentions has failed to turn up a repeat of that this year.

This office will continue to monitor social media in partnership with the Social Media Liaison

Low Points

There were several instances where staff, either new to a role or in a different role, did not know how or when to escalate issues. This led to points of high stress for staff members. This was aggravated by the larger number of new people on staff and the late arrival of many of them.

This office recommends that every department head orient their staff on how to escalate concerns and positively encourage their staff to do so. The chair should hold accountability for orienting the department heads.

Programming - This office wishes to restate that the experiment with programming was worthwhile and did bear some notable successes. However, as the programming head and chair have identified, course corrections came too late and created a last minute rush that was undesirable.

This office encourages future chairs and programming heads to continue the process in actively promoting grassroots, inclusive panels and panelists via a proactive screening and recruiting process. Change takes time.

Incidents

***** It is the opinion of this office that the majority of incidents arising from O41 need no further action by the board. However, there are two incidents this office wishes to review with the board and update on post-convention findings. This office formally requests an Executive Session either at this board meeting or the next to review those incidents. *****

Other Activity Since last board meeting

De-escalation training - two sessions held.

1 significant concern received by this office, rerouted with the reporting party’s permission to the appropriate channel. Received feedback from the reporting party that the issue had been resolved satisfactorily.

1 potentially significant concern received, currently in review and dialog with the reporting party. At this time, this office regrets to inform the board that there is a lack of clarity on the severity or whether further report will be forthcoming.

1 concern received, currently in review and dialog with the reporting party. The board can expect a report and statement forthcoming prior to the next board meeting.

1 investigation stemming from a reported incident O41 currently active. !

This office was asked by an individual to weigh in on whether the hypothetical use of the phrase “Ok, Boomer” qualifies as a violation of the Code of Conduct. As the question was exceptionally hypothetical and lacked key issues of context, this office declined to make a statement on such grounds. This office did point out that some of the usages that are currently popular do potentially meet the criteria of violations of the Code of Conduct and the office encouraged the overall avoidance. Generally speaking, this office recommends avoiding utilization of popular terms that carry connotations that attack a person or group based on generalized attributes. This especially applies, but is not limited to, groups that are identified as protected classes.