

Kumoricon / Altonimbus Entertainment
General Meeting of the Membership on October 1, 2017
DoubleTree by Hilton Hotel Portland
1000 NE Multnomah St, Portland, OR 97232

Call to Order

The meeting was called to order at 1:11pm by Phillip Koop.

At the opening of the meeting, 73 members were present out of 465 total, with 50 needed to reach quorum. Quorum was met.

Minutes

The minutes from the membership meeting of September 16, 2017, were approved without objection.

Reports

Phillip Koop, Chair

- Voting on bylaws amendments today. Have a few printed copies to review.
- Will have a staff training session during this meeting.
- A few departments have pressing staff needs:
 - Registration: Goal is to have 20 registration stations. Have 23 staff. Requires cash handling, customer service.
 - Main Events: Be a stage hand; back end of house; see big events, like Cosplay Contest, and the fashion show; play with lights and trussing.
 - Merchandise: Have four staff. Sell swag; have lots of cool new merchandise, including pins.
 - Videography Staff: Editing video, filming.
 - Gophers, Drivers (in Relations): Have a car (clean car), have driver license, and are comfortable driving people around.
 - Dispatch Staff: Help people communicate over radios; it's how we know terrible things are happening, as well as really cool things; how we know *when* they're happening, rather than 5 hours later.
- Thanks to everyone for volunteering. Convention couldn't happen without our staff.

Ash Butler, Director of Infrastructure

- The hotel room block with 98% filled, which is fantastic.
- Will email staff assignments over the next few days.

Phillip reported:

- On the subject of bag checks: Rose City Comic Con did bag checks at their own discretion (rather than being required to by the venue). We don't plan to this year due to the costs, especially of adding it on short notice due to the high demand for security staff for Halloween weekend parties. Will re-examine for next year.

Ash continued to report:

- Our Facilities Liaison staff members are resources to report facilities problems during the convention.

Jessica Ulibarri, Director of Membership

- Registration is in desperate need of staff.
 - Have a desired hours schedule. Not announcing that schedule until we know if we have enough staff to meet it.
 - Remember that staffing is a way to go to the con without paying regular membership cost.
 - Registration Staff work 20 hours through con with a set schedule. We can usually accommodate scheduling requests, such as avoiding a favorite panel.
 - Also have pre-registration check-in positions available that do not involve cash handling.
 - Specialty Registration check-in positions are available for artists, exhibitors, industry, guests, and other badge types.
 - If we don't get enough staff, will have long lines.
- Need Con Suite Staff: Front end and back end—Serving food to staff; we have 2-3 hot meals available per day, with breakfast, lunch, and dinner on Friday and Saturday, plus snacks. On Sunday morning we'll have breakfast and potentially lunch.
 - We accommodate major allergies and dietary restrictions.
 - Staff require food handler card. Can get for a \$10 fee, and passing an open book test, online.
 - Staff positions can accommodate scheduling requests.
- Received over 3000 pre-registrations, not including specialty memberships (VIP, exhibitors, etc.). This is 150 ahead of last year.
 - Pre-registration closes in two weeks. At the door, \$65, but online, \$60. If you're interested in a single day membership, we still encourage weekend instead, because single day memberships are fairly expensive at \$50 per day. Just \$10 or \$15 more gets you the full weekend.

Jason Pollard, Director of Operations

- Still recruiting Dispatch Staff: Works inside Operations Office; interdepartmental radio communication.
 - Typically 4 hours on, 4 hours off. 16-20 hours for the weekend, like other staff positions.
- Will present staff training later today.

Jaki Hunt, Director of Programming

- In desperate need of staff:
 - Main Events—Includes AMV, Cosplay Contest, concert, and dances—Play with big toys and cool toys.
- Most positions are looking good, but have some openings, including Video Gaming and Panels.
- This department oversees content.
- All sign-ups/contests are posted on the website, with many still open. Most close within a couple of weeks.
- Making cat ear kits at Saturday, October 7, 1:00pm. Contact us for the location to volunteer.

Samantha Rushford, Director of Publicity

- Very much looking for Merchandise Staff:
 - Still selling ghost neko plushie from last year.
 - Have new bags, wall scrolls, and shirts. The shirts have a new type of design, with a 15-year cut.
- Mascot voting happened and a winner has been determined. Won't be revealed until Closing Ceremonies.
- Working on design for next year. Still looking for Graphic Design Staff.
- After the meeting, having a breakout meeting with Photography and Videography Staff.

Sam Taylor, Director of Relations

- Will have more guests. Watch social media.
- In desperate need of Gophers and Autographs Staff.
- Reminder: Staff are invited to attend the tail end of the VIP autograph signing. Time will be limited.
- Maid Cafe reservations close October 13. We expect reservations to start to disappear once the schedule is released. Staff can register.

Jeff Tyrrill, Secretary

- Staff manual is in a near-final draft, and will be finalized by the next general meeting.
- Staff registration is continuing. Contact if need assistance.
- Staff badge upload will be available soon and an announcement made.

Rene Webb, Treasurer

Timothy Trotter, Assistant Treasurer, reported:

- Much spending is coming up.
- Need 4 to 7 more Quartermaster Staff.

Outreach

Phillip reported:

- Upcoming event is Portland Retro Gaming Expo.
- Free game day for GameStorm today, at the Red Lion Jantzen Beach. Features board games, and is like a free one-day convention.

Unfinished Business

There was no unfinished business.

New Business

Jeff presented a brief explanation of the three bylaws amendments that had been put to a vote of the Altonimbus Entertainment membership. The text of the amendments had been previously sent to the members with the meeting notice.

A member asked about the use of “he or she” pronouns in one of the amendment and if a more inclusive choice of wording could be used. Jeff responded that that was a good suggestion for a future amendment, though the wording could not be changed for voting today due to notice requirements.

A member moved and multiple members seconded to amend the bylaws as described in the “**Amendment #1: Adjudication process**” text, as attached^[1], voting by acclamation. The motion carried unanimously.

A member moved and multiple members seconded to amend the bylaws as described in the “**Amendment #2: Conflict of interest**” text, as attached^[1], voting by acclamation. The motion carried unanimously.

A member moved and multiple members seconded to amend the bylaws as described in the “**Amendment #3: Disciplinary action against, and requirements of election for, board members**” text, as attached^[1], voting by acclamation. The motion carried unanimously.

Jeff reported after checking text elsewhere in the bylaws that the “he or she” wording in the amendment was consistent with pronoun use in existing text in the bylaws.

Good of the Order

Jessica reported: Last year, Membership implemented a group educational discount. It wasn't widely advertised, but active; intended for anime clubs, youth groups, boy scouts, girl scouts, and so on. There is a 35% discount off the at-door registration price. Eligibility requires the member to be under the age of 18, or age 18 and still in K-12 school. Unfortunately, college students are not eligible. For every 5 youths, you get 1 free (and required) chaperone. It can be a school-organized field trip for all intents and purposes. Membership are all weekend.

Ben Riker, Assistant Director of Operations, presented staff training, in “speed run” mode:

- There are things you need to do to make sure you are functional human beings:

- Thou shalt sleep. Preferentially more than 6 hours per day, in one go.
- Thou shalt eat. Two meals per day. Preferably, more than 750 calories. If don't know caloric content, check the packaging. Con Suite can assist.
- Thou shalt drink. Water. Preferably 2 liters per day. Ramune doesn't count.
- At Kumoricon, you are a representative of the convention.
 - If you have a staff badge, or a staff shirt, people will look to you for information.
 - Make sure that you are polite, courteous, and helpful.
 - If want to take a break, if still have staff badge, expect people might ask questions.
- If asked a question, and don't know, don't guess—direct them to the info booth.
- Know who your direct supervisor is, and who theirs is. Learn who your coordinator, manager, and director are.
- When you get to Kumoricon, pick up a staff badge, T-shirt, etc.
- Member Services Office (MSO) Desk is in Hall A, with Registration. Combining everything into one room.
- Ask for assistance if something goes wrong and you can't handle it.
 - Ask for help from another staffer, coordinator, manager, or a Yojimbo.
 - Yojimbo are trained to run for assistance and defuse situations.
- Thou shalt shower.
- Yojimbo have radios. Call for assistance, and we can help.
- Generally, you can cosplay while staffing, though individual position rules may vary. The general requirement is no mask, and no prop weapons.
- A water bottle is given at check-in. Keep it for the weekend. There are water fountains and water bottle refill stations around the con.
- If you have a medical disability or condition, request accommodation from your manager.

Jessica reported:

- MSO should be opening at noon on Thursday. Staff are required to have valid, government-issued photo ID; or if under 18, school ID. Somebody else cannot vouch for you, except a parent if well under the age of 18, and we will check the *parent's* ID.
 - For **staff only**, there is a 6-month grace period for expired IDs. This grace period exception will **not** be made for attendees.
 - Please make sure your staff T-shirt sizes are correct.
 - Your preferred name will be on your badge, but your legal ID will be checked against the name on ID on file.
 - Estimated MSO hours are closing at 9pm, and opening at 6am or 7am.

Kim reported that staff are needed to help with teardown. The more people we have for teardown, the faster we finish, and the faster we can eat.

Sam reported that for as part of our charity program, this year, we're promoting the food drive more, in coordination with Sunshine Division, put on by the local police department. We will have six food barrels, marked with anime characters. The US voice actor of the character of the barrel that gets the most food gets an invitation to Kumoricon next year. We will announce the characters soon.

Jessica reiterated the request for load-out help, adding that if you have disabilities that prevent carrying things, other tasks are available, such as picking up trash, checking rooms, breaking down boxes, and directing traffic. The dead dog party doesn't start serving until Programming or

Quartermaster signs off as finished. Unless you are Load-In/Load-Out Staff, this doesn't count for your staff hours.

Several meeting participants reported on anime and other fandom movies showing at local theaters.

A meeting participant asked about a potential at-con cosplay in which she and another person would wear doctor outfits and pass out face masks, cough drops, and Band-Aids, and was asking if that was ok. Sam reported that you can make such items available for people to take, but can't hand them to people.

The meeting sang Happy Birthday to Cay.

Adjournment

The meeting was adjourned at 2:11 pm by Phillip Koop.

Respectfully submitted,
Jeff Tyrill, Secretary

Attachments

[1] See file *kumoricon-minutes-member-20171001-attachment.pdf*