

**Kumoricon / Altonimbus Entertainment**  
**General Meeting of the Membership on June 10, 2018**  
**DoubleTree by Hilton Hotel Portland**  
**1000 NE Multnomah St, Portland, OR 97232**

## **Call to Order**

The meeting was called to order at 1:14pm by Brian Mathews.

At the opening of the meeting, 43 members were present out of 233 total, with 34 needed to reach quorum. Quorum was met.

## **Minutes**

Minutes approval was skipped due to a pending correction in the May 20, 2018, minutes.

## **Reports**

### **Brian Mathews, Chair**

- Working with other departments to make sure tasks get done.
- Working on some internal policies.

### **Ash Butler, Director of Infrastructure**

Not present.

- Kumoricon Lite is rolling.

### **Jessica Ulibarri, Director of Membership**

- Registration:
  - About 200 ahead of pre-registration count at the same time last year.
  - 3 VIP memberships are remaining. VIP memberships guarantee exclusive autograph session with our guests, advance entry into events in Main/Live/Arena/Auditorium, a giant gift bag, access to the Sake Tasting and Maid Café, as well as other perks.
- Seeking staff:
  - MSO Coordinator: Strong in management and customer service, and a quick learner. MSO checks staff in at the con. Where staff get their swag bags, staff shirts, and mug shot photos taken.
  - Con Suite:
    - Two coordinators: Seeking restaurant experience, front or back of house. Requires interview with management team.

- General level staff for front of house and back of house. Cooking, prep, and clean up. Serving and interacting with staff.
  - A food handler card is required for both positions.
- Cosplay Repair: General staff. Strongly preferred to have cosplay and craft experience. If not that, then at least sewing and crafting experience is preferred.
- Registration:
  - All coordinators; seven coordinator positions are open: Preferred that have experience with convention registration system, but not required; but then need management experience. Help with training, and setup and teardown, and requires larger number of hours than general staff. Experience with cash handling. Requires resume to apply.
  - General Registration Staff: Checking in attendees, working with cash, and working with computers. High-end customer service in a high activity area at a very fast pace.
  - Specialty Membership Staff: Checking in guests, exhibitors, artists, industry, and VIP attendees.
  - VIP Staff is hiring.
  - All teams work 4 days, but VIP, MSO, and Specialty only until Saturday instead of to Sunday.
- Con Suite, Cosplay Repair, and Registration work Thursday through Sunday.

### **Jason Pollard, Director of Operations**

- Seeking coordinators and staff in all sub-departments:
  - Dispatch: Communication over radio, and track incidents.
  - Maid Squad: Help with getting people in to Main Events and other areas; line control and crowd control. Dress as a maid or butler.
  - Yojimbo: General policy enforcement and crowd control.
  - IT: Just a few staff positions remaining.
- All management positions are filled at this time.
- If want to be walking around, have several good positions.

### **Jaki Hunt, Director of Programming**

- Seeking staff. Department covers content, main events, video gaming, panels, arts and crafts.
- Finalizing sign-up details for Cosplay and Karaoke. Will be posted soon.
- Other event details to be posted as well.

### **Samantha Rushford, Director of Publicity**

- Have new contract with TriMet for advertising. Includes more bus ads and other locations on transit—bus shelters, benches, and backs of buses.
- Prepping for Kumoricon Lite. Seeking staff for Info Booth and Merchandise Booth at Kumoricon Lite.

## **Sam Taylor, Director of Relations**

- Announced two guests:
  - Uptown Cosplay—Will emcee for Cosplay Lip Sync and Cosplay Contest.
  - J. Michael Tatum is joining for the first time—voice of Rei from Free!, Sebastian from Black Butler, and Iida from My Hero Academia.
- Have finally announced new autographs policy and process. Have received significant feedback and it is still in review. We are staying the course. Handling as a new process for us. It is the process we've found to be the most fair for everyone.
- Seeking staff:
  - Exhibits Hall, Artist Alley, and Small Press: Be on your feet, check out cool stuff. Lot of walking around, talking to artists, and seeing if people need assistance.
  - Maids and Butlers, especially Butlers: Want to have an all-butler session. Requires application/interview.
  - Guests and interview department:
    - All staff. Autographs really needs people.
    - Guest Liaison: Assist guests around the weekend.
    - Great, great, great need for Guest Manager and Industry Manager. Each is a very busy position. Can train you, but need professional writing skills. Need to see work example.
  - Charity Staff: Charity is supporting two causes: Doernbecher Children's Hospital—has been our charity for the last couple of years. Also, this year, introduced the International School, supporting a scholarship for Japanese language program. Is an immersion experience.

## **Jeff Tyrrell, Secretary**

- Working on behind-the-scenes policies.
- Improving staff application process. Will do outreach to other departments for positions with particular needs. Will have a guided application form on the website soon. Improvement from just "read org chart, email the director".

## **Rene Webb, Treasurer**

Not present. Brian reported:

- Seeking Quartermaster Staff: Move heavy things before and after con.

## **Outreach**

Brian reported:

- Preparing for next few outreach events:
  - KuroNekoCon, in Spokane
  - Obon Fest
  - Resin Rose BJD Expo
  - Rose City Comic Con

- Email outreach@ or apply on the application form in the staff website. We review these when looking for volunteers for new events.

## **Kumoricon Lite**

Sam reported:

- Need staff for event. Similar departments as for main convention: Load-In/Load-Out Staff, Gaming Staff, Main Events Staff, Maid / Butler Staff, Registration Staff, and Operations Staff.
- One-day event serves somewhat of a training session for the main convention. Also, a stepping stone to joining main convention staff.
- Artist Alley is closed.
- Still accepting exhibitors.
- Menu is coming for the Maid Café.
- Panel schedule is coming.
- List of event sign-ups is coming.
- Watch social media.

## **Unfinished Business**

There was no unfinished business.

## **New Business**

There was no new business.

## **Good of the Order**

Jason reported that he is giving away several years of staff shirts. Leftovers will be donated elsewhere.

Phillip reported that on Friday, July 20, at the Hollywood Theatre, Maquia: When the Promised Flower Blooms is playing for one night.

Phillip reported that Humble Bumble has a manga bundle going on.

A meeting participant asked how staff guest autographs work. Sam reported that staff can either attend the second half of the VIP signing, which is subject to time availability and not guaranteed, or participate in the standard pass drawing like normal. Staff have no advantage in the regular drawings.

Cay reported that The Pillows has a show in Portland on Monday, July 16, and moved to a bigger venue, the Crystal Ballroom. They are also playing in Seattle, on Sunday, July 15.

Leah reported that staff sign-up is available in the back of the meeting room.

Cay reported that the Maid Café started its own instagram.

Cay reported that we have a staff Facebook group and that staff can request to join. Jeff clarified that staff can only be invited by a group member they are friends with.

## **Adjournment**

The meeting was adjourned at 1:39 pm by Brian Mathews.

Respectfully submitted,  
Jeff Tyrill, Secretary