

# Kumoricon / Altonimbus Entertainment

## Regular Meeting of the Membership on June 15, 2024, 1:00 pm

### Via Discord and Twitch

## Call to order

The meeting was called to order at 1:01 pm by Robert Trotter, Executive Assistant, Chair.

At the initial quorum count, the meeting continued once 20 members signed in as present, thus meeting quorum. In total during the meeting, 28 members signed in as present out of 689 total, with 20 needed to reach quorum.

## Minutes

The minutes from the membership meeting of May 25th, 2024 were approved without objection.

## Reports

### Chair

Robert Trotter, Executive Assistant, Chair, presented slides on behalf of Amber Feldman, Chair *[lightly copy-edited]*:

- We've been hard at work on vision-setting meetings, trying to hash out our long-term visions for the convention and building goals to help get us there. Be on the lookout for more on this as we finalize details and a strategic plan.
- Reminder that the Staff Picnic is July 6th! The email went out, so please RSVP so that we can prepare enough food for everyone!
- Still hiring for positions:
  - Staff Events Support
    - Helps our team plan fun events for our staff, including at least summer picnic & Staff Appreciation Dinner
  - Nonprofit Grants Coordinator
    - Helps us find and apply for grants and other tools to utilize our 501(c)(3) status
  - Staff Relations Specialist
    - Manages the Staff Relations inbox and any reports that come in. Provides support to staff in need
  - Recruitment Liaison
    - Helps us build relationships with schools and websites to improve staff recruitment

### Infrastructure

Leon Lewis, Director of Infrastructure, presented slides *[lightly copy-edited]*:

- Working on lots of stuff behind the scenes.
- AA jury is hard at work reviewing applications.
- Hiring in all departments. Have a particular need for folks in hotels, IT, and facilities.
  - [Also still looking for a second Assistant Director]
- New staff hotel program is almost ready, more details on the next slide.
- 2024 Staff Hotel Plan:
  - If you live  $\geq 15$  miles from OCC (or with Director approval)

- Room provided based on sleeping 4-to-a-room
  - Levels 1-2: 1 space (¼ room)
  - Levels 3+: 2 spaces (½ room)
- If you live <15 miles from OCC
  - Discounted Staff Rate will be available
- New booking process: Hotel team will make your reservation, send invoices.
- All staff staying in a con-provided hotel will need to fill out a request form (coming soon).
- Option to pay for family/guests/non-staff spaces at discounted staff rate
- Full details coming soon via email/staff website!

## Membership

Hannah Eulberg, Director of Membership, presented slides *[lightly copy-edited]*:

- 2024 Current Registration Numbers:
  - Attendee Pre-reg: 2,866
  - VIP: 17
- Pre-Registration Price: \$70 through July 27th
- What has Membership been up to?
  - Had a fantastic Pride sale!
  - Meetings with multiple departments about badge designs and processes for this year
  - Went to the locker to clean out unused items and make space for any new inventory
    - [This also enabled the LILO team to begin moving items to pallets.]
- Come be a part of Membership:
  - Registration Hall Assistant
  - Area Manager, Attendee Registration
  - Volunteer Lead
  - Registration Software Developers
  - Registration Hall Crew

## Operations

Ange Abuyen, Director of Operations, presented slides *[lightly copy-edited]*:

- Security: pending additional meeting with provider before submitting quote
- Locker visit: Scheduling [an] additional visit
  - [This will be to further cleanup items belonging to Operations as the last visit was the same time new shelving was being installed.]
- Collaborative projects: in progress
- Team building: Online 6/24 @ 7PM!!
- Hiring all Ops positions:
  - Staff Station & Dispatch are current priorities
  - Cosplay Repair Crew
  - Attendee Services & Office
- Questions can be sent to [operations@kumoricon.org](mailto:operations@kumoricon.org)

## Programming

Bennett Do, Director of Programming, presented slides *[lightly copy-edited]*:

- Event coordinators are working hard on updating their events and contests. We should be opening up a few things in the upcoming months. Watch out for our social media announcements.
  - Highlight: Panel applications

- We are working hard to bring back the Maid Cafe and [are] currently in talks with the hotel regarding food options.
- Programming went to the locker and worked with our LILO team to palletize Programming equipment.
- Currently in search of:
  - Video Gaming: Support members for Cabinet and Rhythm, Console Gaming, PC Gaming, and Tournaments
  - Panels: Technicians and monitors
  - Specialty Events: Support members for the Umbrella Lounge
  - Live Events: Support members for Karaoke

## Publicity

Charly Youravish, Director of Publicity presented slides *[lightly copy-edited]*:

- Our Multimedia team has some fun plans for upcoming YouTube videos on Kumoricon's YouTube channel, KumoriTV. Go check it out!
- We are making updates to the Staffer Saturday, graphic design, and announcement forms so staff should see this change in the next couple of weeks.
- We updated Kumoricon's branding documents, approved a logo variation (you have seen it before but now it's official!), and set a more precise color scheme for our stuff!
- Kumoricon's website is still under construction behind the scenes!
  - Kumo staff: This is going to delay some of your projects, and we apologize.
- We are hiring! [Everything]
  - Content Developer, Website
  - Developer, Software
  - Discord Moderator, Moderation
  - Twitch Moderator, Moderation
  - Inventory Support, Merchandise
  - Organizer, Publicity Office
  - Assistant Manager, Marketing
  - Copy Editor, Marketing
  - Design and Layout, Graphics
  - Content Creator, Social Media
  - [Also looking for an Assistant Director]

## Relations

Drew Herget, Director of Relations, presented slides *[lightly copy-edited]*:

- Looking at different options for transportation for Guests
- Industry Application open
- Looking for Staff!
  - Drivers
  - Gophers
  - Autographs
  - Green Room/Lounge Staff

## Secretary

Marie Jackson, Secretary, presented slides *[lightly copy-edited]*:

- Minutes are up to date.
- Staff are getting ratified.
- Things keep on rolling, and we just keep swimming~

- If anyone has an interest in learning about what Secretary does and how the convention functions at the board level, please feel free to email [secretary@kumoricon.org](mailto:secretary@kumoricon.org). I'm looking for another Assistant Secretary and/or Executive Assistant.
- Executive Meetings Summary:
  - The Executive Board has met once since the last membership meeting to handle business items. There were no out of meeting board actions to approve.
- June 7th, 2024:
  - Approved the OCC 2025 contract to be signed.
  - Discussed the spending plan.
  - Finalized the Staff Hotel program.
  - Received updates from the Relations Guests team.

## Treasurer

Jeremy Cook, Assistant Director, Treasury, presented slides on behalf of James Bradley, Treasurer *[lightly copy-edited]*:

- Revenue and expense tracking through May is finished
- Locker is 85% palletized
  - Racking installed
  - Programming is finished, Membership is finished, Operations and Relations still need work but not planned for 2024
- Open positions:
  - Treasury Support
  - Load-in/Load-out
    - Truck Drivers and Movers

## Outreach

Devin Hunter, Lead, Outreach, presented slides *[lightly copy-edited]*:

- We have now completed 5 of our 16 targeted events:
  - Chibi Chibi Con was excellent as always and it was busier than previous years which is a great sign.
  - [Busier this year than previous years, conversations are up 33%]
- Unfortunately, we will not be able to attend Fuji to Hood for logistical reasons. We knew it was ambitious to attempt three events in one weekend and we simply don't have the resources to do so.
- If you want to help out with organizing future events, the next Outreach Team meeting is July 2 @ 7:30PM on the staff discord.
- The next set of confirmed outreach events are:
  - KuroNekoCon is July 19 to 21 at the DoubleTree hotel in Spokane, WA
  - Portland Pride is July 20 to 21 at Tom McCall Waterfront Park in Portland, OR.
    - [Actively recruiting for Portland Pride currently. Please fill out the Outreach Interest form if you're interested.]
  - Asian Celebration is July 27 at Alton Baker Park in Eugene, OR.
- Thank you all for your support!

## Unfinished business

There was no unfinished business.

## New business

There was no new business.

## Good of the order

- Devin Hunter shared that the Geek Craft Expo is going on this weekend at the Westside Commons in Beaverton, located at the Hillsboro Airport/Fairgrounds MAX station.
  - <https://www.geekcraftexpo.com/pdx>
- Brian Matthews provided an update on anime currently showing in local theaters.

## Joining staff

- Want to join staff but not sure what you want to do?
  - Visit <https://www.kumoricon.org/open-positions> to read about all the positions we have available.
- Know what you want to do or need some help making a decision?
  - Visit <https://www.kumoricon.org/staff-application> to apply or take a small survey so we can help you figure out what to do.

Good of the order is accepting submissions!

- You can email [good.of.the.order@kumoricon.org](mailto:good.of.the.order@kumoricon.org)!

## Adjournment

The meeting was adjourned at 1:30 pm by Robert Trotter, Executive Assistant, Chair.

Submitted, and revised and approved by the members,  
Marie Jackson, Secretary

## Attachment: Presentation slides

See file *kumoricon-minutes-member-20240615-attachment.pdf*