

Kumoricon / Altonimbus Entertainment

Regular Meeting of the Membership on October 26, 2024, 1:00 pm

Via Discord and Twitch

Call to order

The meeting was called to order at 1:01 pm by Amber Feldman, Chair.

At the initial quorum count, the meeting continued once 20 members signed in as present, thus meeting quorum. In total during the meeting, 35 members signed in as present out of 584 total, with 20 needed to reach quorum.

Minutes

The minutes from the membership meeting of October 12, 2024 were approved without objection.

Reports

Chair

Amber Feldman, Chair, presented slides [*lightly copy-edited*]:

- Not much to update on at this meeting.
- Teams are still hard at work on their projects.
- We did an inventory of Chair items at the locker.
- Trying to get everything finalized before we get on site. So many moving parts!
- Staff Appreciation Dinner info:
 - Staff Appreciation Dinner will be held on Sunday after the convention ends, with food starting at 9pm.
 - It will be held in the Oregon Ballrooms at the OCC this year, to hopefully make it easier for folks to get there and attend.
- Equality, Diversity, and Inclusion (EDI):
 - Staff Prayer Room - Chair Office
 - Staff Survey Questionnaire
 - In progress - New processes
- Accessibility Awareness - Service/Assistance Animals:
 - Assistance animals can help their handlers with a variety of tasks: anything from mobility, medical alerts, or grounding when the handler is overstimulated.
 - Public access in the state of Oregon is only allowed for dogs and mini horses. Assistance dogs can be any size or breed or still in training.
 - Protection, support, or emotional support animals are not permitted. Assistance animals must still be housebroken and non-aggressive or -reactive.
 - We will have an opt-in assistance animal identification system at con.
 - If any concerns arise regarding an assistance animal, please seek out the Operations team and/or Accessibility team.
- Hiring Needs:
 - Nonprofit Grants Coordinator
 - Staff Relations Specialist
 - Recruitment Liaison
 - Accessibility Support

- Charity Auction Support
- If you're interested, email chair@kumoricon.org with questions or go to kumoricon.org/staff-registration to apply!

Infrastructure

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

- Confirmation numbers have/should be going out for staff hotels.
 - [Confirmation numbers have been sent for those in the Hyatt. DoubleTree is experiencing some issues and is in progress.]
- Apologies to anyone we had to move. There were some issues with the number of double queen rooms we reserved.
- [Reminder: The first person to check in to the room will need to place a card on file for incidentals.]
- Working behind-the-scenes to get ready for con.

Membership

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

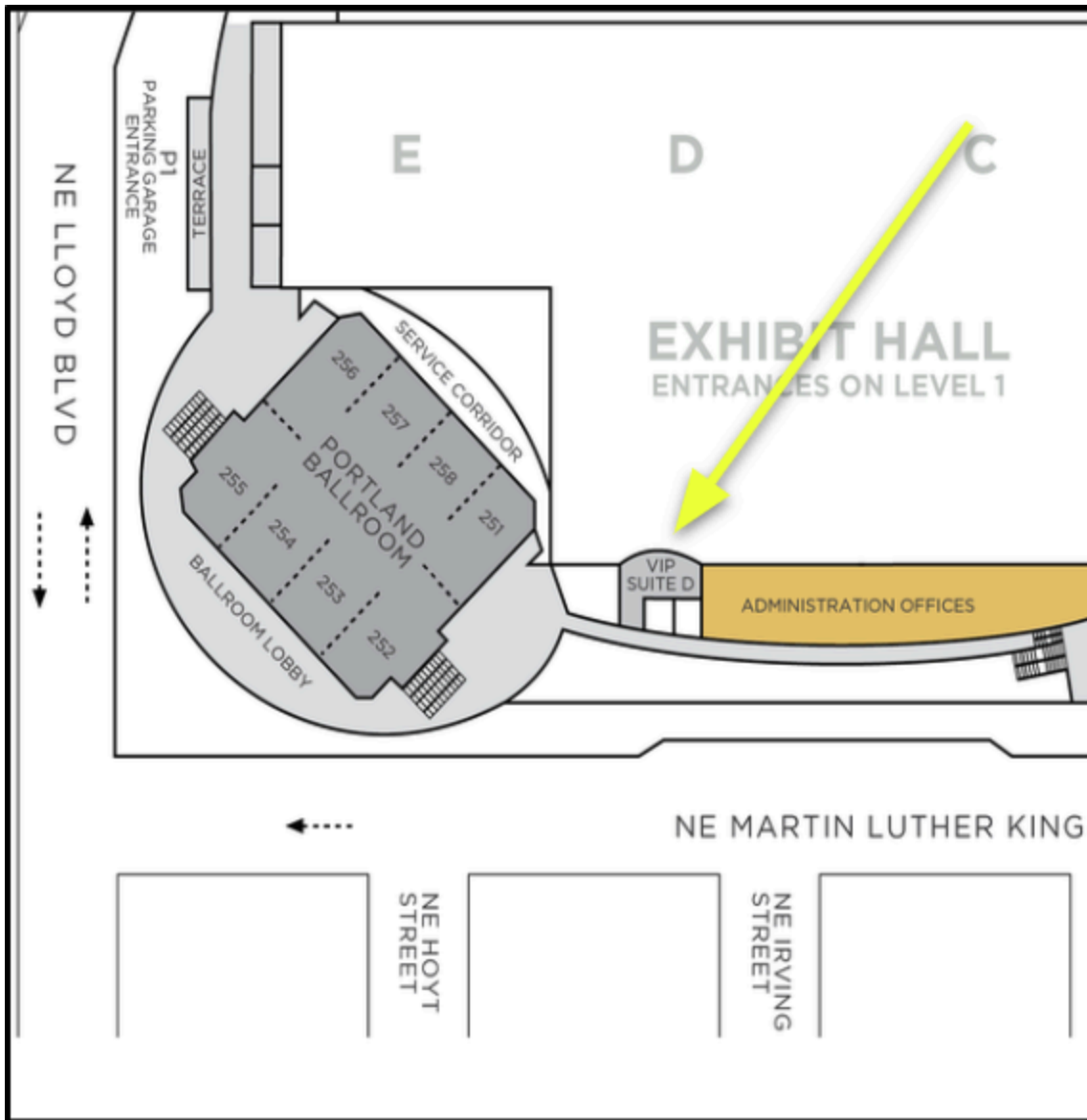
- 2024 Current Registration Numbers:
 - Attendee Pre-reg: 5,660
 - VIP: 41
- Pre-Registration price: \$80 through Nov 2nd
 - [At-the-door sales will begin on Thursday, November 6th.]
- What has Membership been up to?
 - Ordering goodies for the registration hall and getting print orders in for signage.
 - Educational discount applications have been approved!
 - Administrative tasks (emails, meetings, trainings)
- Come be a part of Membership!
 - Staff Spotlight:
 - Registration Hall Crew
 - Registration crew are most often the first point of contact for convention members. Preferred retail, cash handling, or customer service experience.

Operations

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

- Oregon Convention Center walkthrough on October 21, 2024
 - Walkthrough included: Accessibility team, OCC staff, and hired security.
 - What we checked and confirmed:
 - All access points and badge check locations
 - ADA-related accommodations, resources, and access
 - 18+ content points and peace-bonding locations points
- Staff Station operating hours and location:
 - [Secretary's note: Image of location is below hours.]
 - Friday and Saturday:
 - Breakfast 6:00am - 10:00am
 - Lunch 12:30pm - 3:30pm
 - Dinner 5:30pm - 8:30pm
 - Late Night 10:00pm - 11:30pm
 - Sunday:
 - Breakfast 6:00am - 10:00am

- Lunch 12:30pm - 3:30pm



- Staff Station [will have] both:
 - Grab-and-go:
 - Light Food
 - Drinks
 - Snacks
 - Vouchers:
 - 1 per person
 - 1 per day (Hyatt or OCC)
 - \$15.00 value each.
- Radios
 - If you need a radio in your area, please inform your lead/management.
 - Management, please send an email with the total number of radios your department needs by October 30, 2024. (Extended date)
- CoC remaining training dates:
 - Today! During breakouts
 - November 2, 2024 - 3:00pm
- Operations locker visit
 - Today! October 26, 2024

- Team is listening in
- Needed staff positions
 - Staff Station - critical
 - Dispatch - critical
 - Attendee Services
 - Operations Office

Programming

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

- Programming updates:
 - Kumoricon is just around the corner, and we are in the last stretches of planning before we see you all there!
 - Maid Café reservations are currently up! Please get your tickets and share the news.
 - Online sales close on the 31st. Options may be limited at the door.
 - Working with our Event Coordinators and Managers to make sure events are good to go.
- Programming events and contest status:

Name	Status	Deadline
Idol Contest	Closed	10/18/2024
Cosplay Chess	Closed	10/21/2024
Cosplay Cabaret	Open	10/28/2024
Purranormal Maid Cafe	Open	10/31/2024
Fan Fiction Contest	Open	Novel Deadline: 10/11/2024 Novella Deadline: 10/18/2024 Final Deadline: 11/1/2024
Karaoke Contest	Open	11/5/2024
Fan Art Contest	Open	11/8/2024
Gunpla Model Showcase	Open	11/9/2024

- Come join staff!
 - Panel Technician
 - Karaoke Support
 - Chibi Room Support
 - Programming Office Support
 - Video Gaming Support

Publicity

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

- I'm writing this slide from the past so lets hope I got everything on it done!
- The schedule book is being printed as we speak! Including the large print version! The web version should be live this weekend!

- Before-con meetings with all of the leads of Publicity are scheduled and underway.
- The last merch box arrives on the 30th!
- Publicity and Membership joined forces to make years of service pins for long-term staff, and if you have worked for Kumo for five years or more, you get one!
- All of Kumoricon's signs are printing!
- Reminder for staff: Graphic design requests are no longer available for 2024. If you need anything printed in an 8.5x11 size in the Publicity office at con, please email print@kumoricon.org.
- All the rest of the directors are going to be salty about it but Publicity has the best staff, and I love you all!!! You are doing an amazing job, and I'm super proud of you!
- Join a Publicity team
 - Publicity, Office Organizer
 - Publicity, Office Support
 - Press, Office Support
 - Info Booth, Crew
 - Merchandise, Inventory Support
 - Merchandise, Restocker
 - Multimedia, Photographer
 - Multimedia, Videographer

Relations

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

- Industry:
 - How to Draw Manga Announced!
- [Working for] Logistics and Hospitality for guests
- Help wanted:
 - Gophers, Relations Logistics
 - Support, Autographs
 - Green Lounge Staff, Hospitality
 - Green Room Staff, Hospitality

Secretary

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

- Minutes are current.
- Ratifications are current.
- We are making final preparations for con. Soon™.
- Executive meetings summary:
 - The Executive Board has met twice since the last membership meeting.
 - October 12:
 - Approved a spending transfer for Relations.
 - Approved first half of 2025 spending for Outreach.
 - Completed miscellaneous business items (mailbox contact, deadline reviews, etc.).
 - October 22:
 - Approved a spending category transfer and line of credit with a hotel for Infrastructure.
 - Approved a three-year contract with Eventeny.
 - Set dates for the Annual Meeting of the Membership and Annual Spending and Planning Meeting.
 - The following items were approved via out-of-meeting board actions:
 - Programming Spending Category Transfer

Treasurer

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

- Expenses through September 30 are almost completely up to date
- Locker updates:
 - Updated bulk item storage, fixed things!
 - Working on Locker Inventory
 - Planning for Load In
- Looking for Treasury Support Staff!

Outreach

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

- The team is looking ahead to 2025. If you want to help with Outreach next year, consider doing the following during the “off-season”:
 - At Kumoricon, have fun and experience as much as possible.
 - Make sure your staff profile is up to date, especially your email address and Discord account name.
 - Join the Kumoricon Staff Discord Server.
 - Consider going to smaller events to practice your outreach conversation skills. This can help you get on the team for large events.
- If you have questions, the outreach@kumoricon.org mailbox will continued to be monitored during the off-season and you can always post in the #outreach-team channel on the Staff Discord Server. See you at con and thanks for listening!

Unfinished business

There was no unfinished business.

New business

There was no new business.

Good of the order

Good of the order is accepting submissions!

- You can email good.of.the.order@kumoricon.org!
- An email was received from Vic T:
 - Does anyone else go on an anime re-watch spree in the lead-up to con? I fell behind on currently airing shows because I kept watching past shows Kumo guests are in instead. It was nice getting to revisit some shows that I haven't seen in a while. Some of the highlights were *Jujutsu Kaisen*, *Hitorijime My Hero*, *Link Click*, *Vampire Knight*, and *This Boy Caught A Merman*.
 - Good luck to everyone in the final weeks of con prep. You've got this! It's going to be a great event and I can't wait!
 - Obligatory reminder to be fueled by water and not just caffeine at con. Everyone, make sure to stay hydrated and fed.

- Brian M shared The Hollywood Theater is running their Mecha Panic series and highlighted *The Vision of Escaflowne* as an upcoming screening.
 - <https://hollywoodtheatre.org/show/escaflowne-the-movie/>
- A question was asked about the vouchers from Staff Station. Ange clarified vouchers must be picked up each day, either from VIP D for the OCC voucher or the Ops Office in the Hyatt for the Hyatt voucher.
- A question was asked regarding parking options at con. Leon clarified there is no dedicated staff parking nor reimbursement or discount. It was recommended to use a TriMet Park and Ride or parking lots in the area. TriMet passes will be available for staff. Stephen noted on-street parking is subject to an Event Zone surcharge.
- A question was asked about what help is still needed for Operations ground staff. Ange responded staff is needed mainly to help with line control.
- A question was asked about the staff recommendation needed to participate in Outreach. Devin responded it is best to list someone you have worked with at con or to put Devin and Brian if you are new to staffing and are not sure who to list. Devin and/or Brian will reach out to you directly to discuss options.
- A shoutout was given to utilize the charity photo booth at con. Tips are accepted and are donated in their entirety to one of the convention charities for the year. The photo booth is located in KumoriMarket. It was further clarified there is only one official Kumoricon photo booth, which is the one in KumoriMarket.
- Marie brought up that board elections are upcoming, noting that there will be nominations held during Rant and Rave. As such, there was a call for elections moderators and tellers: anyone interested in helping should email Secretary@kumoricon.org.

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!

Adjournment

The meeting was adjourned at 1:56 pm by Amber Feldman, Chair.

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

Attachment: Presentation slides

See file *kumoricon-minutes-member-20241026-attachment.pdf*