

Kumoricon / Altonimbus Entertainment

Regular Meeting of the Membership

on September 27, 2025, 1:00 pm

Via Discord and Twitch

Call to order

The meeting was called to order at 1:03 pm by Robert Trotter, 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 882 total, with 20 needed to reach quorum.

Minutes

The minutes from August 30, 2025 were approved without objection.

Reports

Chair

Robert Trotter, Chair, presented slides [*lightly copy-edited*]:

- Working on the backend helping where we can.
- Shoutout to the training team getting a new Code of Conduct Training for the year!

Infrastructure

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

- Staff hotel form has closed. The Hotels Team is working hard to get invoices out.
- All staff at the DoubleTree will be eligible for free continental breakfast, every morning between 7 am and 9 am. More details to come soon.

Membership

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

- 2025 current registration numbers:
 - Attendee Pre-reg: 4,965
 - VIP: 32
- Pre-registration price:
 - \$90* through October 25th
 - *card processing fees applied at checkout
- What we've been up to:
 - Finished the Registration Training Guide for Kumoricon 2025! Training dates for registration have been sent out. If you would like to attend and are not on the registration team, please reach out to registration@kumoricon.org and we can send you details.
 - All badge and lanyard designs and information have been sent to our manufacturer for processing and shipping.

- VIP custom items all in process of production or shipment!
- Registration Training Meeting Opportunities: **Saturday, September 27th from 2:30 pm to 4:30 pm and Sunday, October 19th from 12:30 pm to 2:30 pm** in the Staff Discord.
- Coming up: Info Booth training, meeting with Ops for badge strikes, staff Eventeny check-in setup, and finishing ordering consumables.
- Attendee Volunteers:
 - Kumoricon is looking for attendee volunteers, those who have purchased a regular attendee membership for Kumoricon, who are willing to donate at least four hours of their time during Kumoricon 2025!
 - It's a great way to test whether you want to make the bigger jump to staff next year.
 - If you can spare some time to help out, it would be greatly appreciated! To sign up, scan the QR code on screen, or visit our website under "Staff Registration" for more info.
- We're Hiring!
 - Registration Hall
 - Crew
 - Staff/Specialty Registration
 - Area Manager
 - Support
 - Attendee Registration
 - Area Manager
 - Shift Lead
 - Volunteers
 - Lead

Operations

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

- Trainings
 - Open to all Staff: Radio Etiquette
 - Only for Ops Staff: Lost & Found, Floor Support, Monday.com
- Locker Visit
 - Final prep for convention weekend
- Staffing Highlight!
 - Floor Support Crew:
 - Helping with Line control, peace-bonding, and policy enforcement.
 - Great way to explore the convention space, interacting with attendees, and staff in many areas.

Programming

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

- The Panel Review team is working on multiple drafts for the schedule. They are doing their best to get the information out as soon as possible.
- Coordinating with other departments with general logistics.
- Working with OCC on catering for events.
- Supporting Event Coordinators with their areas and purchasing supplies.
- Locker visits for inventory.
- Programming Events and Contest statuses:

Name	Status	Deadline
Cosplay Cabaret	Closed	9/18/2025
Cosplay Contest	Closed	9/24/2025
Fan Fiction Contest	Open	10/3/2025 Novel 10/10/2025 Novella 10/25/2025 Other entries
Idol Festival	Open	10/4/2025
Cosplay Chess	Open	10/10/2025
Fan Art Contest	Open	10/31/2025
Karaoke Contest	Open	10/27/2025 Online Entries 10/31/2025 Waitlist
Gunpla Lounge Showcase	TBD	TBD

Publicity

Jessica Ulibarri, Director of Publicity, presented slides *[lightly copy-edited]*:

- Things to report:
 - Most Merchandise items have been ordered and paid for. We have one or two more items to go, and we will have purchased everything for this year.
 - We received a total of 60 entries for the 2026 Mascot Contest, which are being processed and will hopefully go to voting soon.
 - Between now and con, we have multiple digital ad campaigns happening. Keep your eye on *Portland Mercury*, *Willamette Week*, *PDX Pipeline*, and *PDX Parent*.
 - We are just over a month to con, and the various Publicity teams are getting extremely busy. Please remember to follow the correct processes if you need something from us, but also remember that **everyone** on the team is a volunteer, and while we try very hard to get things done when requested, it may not always be possible.
- We're excited to announce that our wonderful sponsor, pc/nametag, is providing Kumoricon fans with a 10% discount on custom badge ribbons!
 - Create your ideal ribbon at pcnametag.com/custom-badge-ribbon-4-inch.html and use the code **SPCON25** at checkout to receive your savings!*

- *Limit one per customer.
- Offer available until December 31, 2025.
- Additional terms may apply.
- Join We Touch Grass for Kumoricon's Official Afterparty!
 - Featuring a performance by the one and only Alex Kade!
 - Join us Halloween Night, Friday, October 31st at the Roseland Theater.
 - Show starts at 9 pm.
 - Tickets are on sale NOW at <https://tinyurl.com/wtg-kumoricon-after>
 - This is a 21+ ONLY event.
 - Follow @TouchGrassEnt on Instagram so you don't miss a single announcement!
- We are hiring:
 - Publicity Office Organizer & Support
 - Organizer helps manage the workflow of the Publicity Office:
 - Facilitates with on-demand printing needs.
 - Coordinates and delegates delivery of print and sign needs.
 - Helps keep an eye on schedule changes and social platforms during con.
 - Support helps the Organizer with Publicity Office work:
 - Assists with the delivery of printed materials to other departments.
 - Works with computers and other electronics to print and laminate.
 - Other tasks as assigned to ensure a smooth operation within the Publicity Office.
 - For more information visit:
 - <https://www.kumoricon.org/staff-application?position=organizer-publicity-office>
 - <https://www.kumoricon.org/staff-application?position=support-publicity-office>
 - Videographer, Multimedia
 - Use videography to cover the convention including panels, attendees, guests, and everything in between, with a primary focus being on the area or areas you are assigned.
 - Produce **two** finished videos for the convention:
 - One should be a special focus. This could be on a specific event, attendee interviews, staff hijinks, timelapse, con commercial, etc.
 - Second can be a finished video highlighting the convention weekend in any style you choose. This video could be a second special focus if you'd prefer.
 - Your own camera equipment suitable for advanced-level videography.
 - Familiarity with editing software, either paid or free is required.
 - For more information visit:
 <https://www.kumoricon.org/staff-application?position=videographer-multimedia>
- 2025 Design & Print Deadline:
 - Information for the printed Pocket Guide needs to be **submitted by TODAY**. If you need an extension, please email publicity@kumoricon.org
 - This includes:
 - Hours
 - Locations
 - Policies & Procedures
 - Logos for Sponsors & Thank yous
 - Advertisement Artwork
 - Requests with *print-ready files provided by the requester* must be submitted by **Saturday October 11, 2025**.
- Things to remember when submitting requests to Publicity:
 - All items that will be consumed by the public (this includes staff) must be reviewed by Copy Editing & Branding to make sure they meet Kumoricon's Branding standards.
 - When you are submitting requests to Publicity for either copy editing, website updates, announcements, or graphics, **please make sure to specify a date that you want or need the project completed by.**

- If you are looking to make an announcement on social media, please make sure you are also make a request to Graphics for the announcement image.
- If you are looking to make changes to something on the website and want it announced by Social Media once completed, please make sure you are submitting separate requests to both teams.
- If something is being announced on the website and social media, please be aware that it must first be posted on the website and the social media announcement will be posted within 24 hours of the website post going live.

Relations

Robert Trotter, Chair, on behalf of, Kalavena Castiello, Interim Director of Relations, presented slides [*lightly copy-edited*]:

- Things to report:
 - We've hired a guest manager. Welcome Kris Lugo to the team! He has already been a great help in getting everything on track for this year.
 - After a successful outreach year, we were able to fill our Partner Tables quickly. All contracts have been sent out, and we're now waiting to hear back.
 - We're working hard to get the last few guests announced, with several more still on the way!
 - The budget line for 2026 has been approved! We're hoping to announce some exciting guests for 2026 during Closing Ceremonies.
- [We are hiring for:]
 - Autograph Support
 - Works with the management team to oversee guest autograph sessions at the conventions.
 - Serve as a primary point of contact for attendees while assisting with the management of the autograph lines. Includes directing individuals to designated areas and providing general convention & autograph specific information.
 - Is able to demonstrate strong communication skills while responding to attendee inquiries, offering assistance, and addressing questions related to autograph sessions.
 - Additionally, assume the role of a secondary liaison during non-session periods, ensuring a seamless and positive attendee experience.
 - At least one year of customer service experience is required.
 - Green Room & Green Lounge Support
 - Support for Green Room & Green Lounge are expected to assist and serve Guests and Industry that have access to the area. This includes but is not limited to food, beverage, or general customer service.
 - This position requires one year of customer service experience, and at least one year experience with food handling. Additional experience working with high-profile clientele in a service environment is preferred.
 - This position requires a valid food handler card, and for alcohol-restricted area (Green Room) you must be 18 or older with an alcohol service permit.

Secretary

Stephen Weber, Secretary, presented slides *[lightly copy-edited]*:

- Minutes and ratifications are current.
- Our trademark renewals were accepted, and we are now set for another ten years.
- I am looking for moderators and tellers for the election Q&A that will take place during the Annual Meeting of the Membership. This will tentatively be **Saturday, November 22nd**.
 - You must already hold another staff position and be in good standing.
 - You may not be running for a position in this election.
 - You will also need to be available the Tuesday evening voting closes.
 - Please email secretary@kumoricon.org if you are interested.
- Friendly reminder: **All** staff are required to have a legal name on file before ratification. This is so you can pick up your badge at con. If you do not want your full name visible in the directory, please use a Privacy Name or Preferred Name **AND** complete the Name on ID fields.
 - Executive meetings summary:
 - The executive board has met once since the last membership meeting.
 - September 20, 2025:
 - Approved a spending transfer for Infrastructure to purchase badge ribbons.
 - Approved a spending transfer for Operations to cover additional security costs.
 - Approved pre authorizing spending for Relations for 2026 to begin signing guests.
 - Approved a 2026 initial spending request for Outreach.
 - Reviewed a request from Outreach to expand their management team. Headcount will be increased for 2026.
 - Reviewed concerns about current staffing levels and the projected number of staff by the start of con.
 - Reviewed an update on the Staff Hotel block. This is currently over budget.
 - Finalized logistics for trick or treating at con.
 - Out of meeting board actions:
 - Approved a spending transfer for Relations to cover additional expenses for Guest flights.
 - Approved an amendment to the 2025 DoubleTree contract. This will add complementary breakfast for all staff hotel rooms at the DoubleTree.
 - Approved an amendment to the 2026 and 2027 DoubleTree contracts to add complementary breakfast to all staff hotel rooms.

Treasurer

Robert Trotter, Chair, on behalf of Jeremy Cook, Treasurer, presented slides *[lightly copy-edited]*:

- The Treasury team is working hard to make sure bills get paid!
- We are in need of Treasury staff to aid transport and accurate counts of con cash.

Outreach

Robert Trotter, Chair, on behalf of Devin Hunter, Lead, Outreach, presented slides *[lightly copy-edited]*:

- The last big event of the season, Rose City Comic Con, happened, and it performed within our expectations. Economic uncertainty was a major factor for those who want to come to Kumo but have not yet purchased a badge.
- Ani-Medford, our most southern event, seemed smaller this year. It continues to attract people who are new to conventions and it gives an opportunity to expand our reach to a new audience.

- The next Outreach Meeting is October 8th at 7:15 pm on the Staff Discord.
- The next set of events are:
 - Portland Retro Gaming Expo on October 17th through the 19th at the Oregon Convention Center.
 - Geek Girl Con on November 8th and 9th at the Seattle Convention Center.
- The end of this year's outreach program is in sight! A big thank you to our volunteers as we can't operate without your support.

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!
- A question was asked about trick or treating at con. Bennett asked to contact the director of your department for more information as departments are still making final arrangements. The Oregon Convention Center will allow trial or fun-sized candy. It was requested to be mindful of nut allergies and not use gum or other sticky substances. Jessica further clarified that permission has been given to the convention, but not necessarily individual attendees. If an OCC staff member asks you to stop distributing candy, please follow their instructions.

Staff Registration Update

- After much discussion, the board has voted to update our Staff Policies so that we are able to either set a limit to the number of staff able to be hired during a convention year, or to be able to set a cut-off date for staff hiring.
- With the policy approved and in place, due to budget limitations, **we will be implementing a cap of 700 unique staff members for 2025**. For reference, we are currently sitting at approximately 630 staff. If you know of anyone who is either pending registration or has not yet applied for staff but are still interested, please encourage them to do so promptly, as we cannot guarantee how long staff will be open.
- If you have any questions or concerns, please reach out to your director or email staff.registration@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.

Training

- Code of Conduct (required)
 - Stage-A
 - 9/27 Sat 1:00 pm - 2:30 pm (after Membership meeting)
 - 10/04 Sat 10:00 am - 11:30 am
 - 10/11 Sat 1:00 pm - 2:30 pm
 - 10/14 Tue 7:00 pm - 8:30 pm
 - 10/24 Fri 7:00 pm - 8:30 pm
- Radio Etiquette (optional)
 - Stage-A
 - 9/29 Mon 6:00 pm - 7:30 pm
 - 10/04 Sat 11:30 am - 1:00 pm
 - 10/07 Tue 6:00 pm - 7:30 pm
 - 10/12 Sun 2:00 pm - 3:30 pm
 - 10/23 Thu 6:00 pm - 7:30 pm

Anime Movie Minute

- *Demon Slayer* is out now and it is pretty! Just a reminder, it's two and a half hours long, so prepare yourself before entering the theater.
- *The Girl Who Leapt Through Time* is getting the 4K rerelease treatment September 28th through the 30th.
- Because 4K remasters are apparently what we do now, it's time for *Perfect Blue*. The posters all say it starts October 3rd, but as far as I can tell, it actually starts showing on the 2nd.
- *100 Meters* is supposed to be out on October 10th. It's a sports shonen by the guy who made *Orb*, which was about the rise and development of heliocentrism. So no clue how that's gonna go.
- The Hollywood continues Animayhem on the 12th with *Kite*. There are two showings, and the uncensored version showing is already sold out, so your options are the tamer international version, or nothing. But to really drive home what's going on here if you haven't gotten it yet, FAKKU will be there with a booth, and they're a hentai manga publisher.
 - [It was heavily emphasized this is a film for adult audiences, regardless of the version being watched.]
- October 12th, 13th, and 15th are the *Battle Royale* 25th Anniversary Showings. Apparently they're also showing a bonus interview with the screenwriter Kenta Fukasaku as part of that, so that's neat.
- Studio Ghibli-fest, y'all know the drill, is October 18th through 22nd. [October will be for *Spirited Away*.]
- *Miss Kobayashi's Dragon Maid*: A lonely dragon wants to be loved, comes out on October 20th
- And rounding it all out, *Chainsaw Man The Reze Arc Movie* comes out right before con. Originally slated to debut on the 29th, it somehow got moved to starting on the 24th; so that'll give you just enough time to decide 'Yeah, I can totally pull out a Bomb Devil cosplay before Kumo' and then spend too much time accidentally huffing modge-podge.
- And if you need a break for the convention, *The Ring* will also be playing on Halloween at The Hollywood Theater. [This will be the original Japanese version.]

Adjournment

The meeting was adjourned at 1:45 pm by Robert Trotter, Chair.

Submitted, and revised and approved by the members,
Stephen Weber, Secretary

Attachment: Presentation slides

See file *kumoricon-minutes-member-20250927-attachment.pdf*