

**Kumoricon / Altonimbus Entertainment  
General Meeting of the Membership on April 24, 2016  
Beaverton City Library – Main  
12375 SW 5th St, Beaverton, OR 97005**

## **Call to Order**

The meeting was called to order at 1:16pm by Phillip Koop.

At the opening of the meeting, 61 members were present out of 566 total, with 67 needed to reach quorum. Quorum was not met.

## **Minutes**

Approval of minutes was skipped due to not having quorum.

## **Reports**

### **Phillip Koop, Chair**

No report.

### **Diana Hoffman, Director of Infrastructure**

Diana was not present. John Krall, Assistant Director of Infrastructure, reported:

- Working on 2017 and 2018 contracts.
- Attendee hotel booking is almost ready.
- Staff hotel booking is expected to be ready mid-May.
- Looking for facilities liaison staff. Skilled at phone communication and spreadsheets.

### **Brian Mathews, Director of Membership**

- Received 768 pre-registrations, which is about on par for the same time last year.
- Looking for Registration Staff. Skills are customer service and cash handling.
- Looking for staff for Cosplay Repair and Con Suite (Front of House—food service—and Back of House—food preparation).
- Managers of Registration and Cosplay repair were introduced.
- Con Suite Managers were announced.

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

- Radio contract and IT contract have been secured.

- Looking for staff for IT, Yojimbo (public-facing policy and information division), Lost and Found, Maid Squad (line control, supply water to attendees), and Dispatch.
- Line control procedures may change with move to the convention center.

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

- AMV Contest and Panelist submissions are open.
- Next week (or so) we will open the next applications, probably Fanfic and Fan Art.
- Looking for staff for Video Gaming, Tabletop Gaming, Panels, and Main Events.

### **Samantha Feldman, Director of Publicity**

- 113 pre-registrations were received at Sakura-Con, exceeding last year's count.
- The plushie ghost kitty mascot was announced and demonstrated.
- Looking for staff to help monitor the Facebook group and run other social media.
- Also looking for staff in Website—design, content, development, and software maintenance.

### **Ally Fields, Director of Relations**

- Continuing to work hard to get amazing guests for the convention.
- Looking for Charity staff to help run auction, connect with businesses to get donations, and to help publicize. Looks great on resume.
- Staff are also needed for Exhibits Hall and Guest Liaisons.
- Ally needs an assistant and really wants someone who can be professional and may not actually be interested in anime or Japanese culture.

### **Jeff Tyrrell, Secretary**

- Recruiting for a Staff Manual Coordinator to research, update, and revise the staff manual to be consistent with the code of conduct and be a useful resource for staff. Future tasks may include creating module-specific quizzes that staff can take for bonus recognition.

### **Amy Bourgo, Treasurer**

- Amy is recruiting for Load-In/Load-Out Staff. The work is before and after con, so have free time during the con.
- Folks are also needed who have cash-handling skills and a recommendation from a last-year's director or accounting background.

### **Unfinished Business**

No unfinished business. No quorum.

## **New Business**

No new business. No quorum.

## **Good of the Order**

Portland Art Museum is showing Suzuki films this month.

## **Adjournment**

The meeting was adjourned at about 1:33pm by Phillip Koop.

Respectfully submitted,  
Jeff Tyrrill, Secretary