

# **Kumoricon / Altonimbus Entertainment Regular Meeting of the Membership on February 21, 2026, 2:00pm Via Discord and Twitch**

## **Call to order**

The meeting was called to order at 2:01pm by Keanna Richardson, Chair.

At the initial quorum count, the meeting continued once 20 members signed in as present, thus meeting quorum. In total during the meeting, 25 members signed in as present out of 666 total, with 20 needed to reach quorum.

## **Minutes**

The minutes from November 22, 2025 (2025 Annual Meeting of the Membership), were approved without objection.

## **Reports**

### **Chair**

Keanna Richardson, Chair, presented slides *[lightly copy-edited]*:

- Overhauled our org chart to better reflect our organizational needs.
- Exploring additional resources to strengthen support for the convention.
- Preparing to hire staff, so check out our highlighted roles.
- Highlighted roles:
  - Staff Resource Manager
  - Training & Development
  - Staff Recruitment
  - Nonprofit Grants
  - Staff Events
  - EDI

### **Infrastructure**

Elaina Day, Director of Infrastructure, presented slides *[lightly copy-edited]*:

- KumoriconMarket Applications are open!
- Exhibitor Applications open now!
- Artist Alley and Creators' Column open today, February 21, 2026, at 7pm for 24 hours!
- Hotel, Convention Center, and Information Technology now accepting applications!
  - No experience required! Inquire at [infrastructure@kumoricon.org](mailto:infrastructure@kumoricon.org)
- There is a lot of work being done behind the scenes. More updates on the hotel program coming soon!

### **Membership**

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

- Current registration numbers:
  - Pre-registrations: 2,349
  - VIP Add-On Packages: 23
- Pre-registration price:
  - \$75\* through May 9th
  - \*card processing fees applied at checkout
- VIP Packages:
  - New to Kumoricon 2026!
  - We have reformatted our VIP packages to now be add-ons to a purchase or to an existing membership. This means staff are now able to purchase VIP packages!
  - Once ratified as a staff member, please reach out to [registration@kumoricon.org](mailto:registration@kumoricon.org) if you are interested in purchasing a package.
- VIP Packages:
  - Early Access:
    - \$100 + fees
    - Wristband/pass for 30 minute early access to KumoriMarket all three days.
    - Priority access to Main Events, Live Events, and the Coliseum.
    - Daily jump-the-line passes for all other events.
  - Swag Bag:
    - \$200 + fees
    - Unique, limited edition Kumoricon-branded merchandise.
    - Kumoricon-branded bag.
    - Japanese snacks and drinks.
    - Limited edition lanyard and badge ribbon.
    - Limited edition Kumoricon t-shirt.
  - Autographs:
    - \$200 + fees
    - Three guaranteed guest autographs of choice (lowest price type, subject to availability).
    - Six Golden Ghost Neko jump-the-line passes for autographs lines only.
    - Special Kumoricon-themed autograph cards for guests.
- Changes to staffing:
  - For Kumoricon 2026, there have been some updates and changes to staff procedures and policies. All of the information within these slides will be sent out as an email, and will be listed on the new staff registration web page once updated.
  - For any questions or concerns, please contact [membership@kumoricon.org](mailto:membership@kumoricon.org)
- **As of Kumoricon 2026, we will no longer be signing staff up at the convention.** Those who have missed the cut-off window will be directed to the Attendee Volunteer booth to assist for the year.
- Cut-off dates:
  - L5/L6: March 31st, 2026
  - L4: May 13th, 2026
  - L3: September 13th, 2026
  - L2: October 13th, 2026
  - L1: November 7th, 2026
- Why are we doing this?
  - With the change in hours and levels for this year, requirements of work provided in the levels listed is only able to be accomplished by hiring by the aforementioned dates.
  - Moving to no longer have on-site sign-ups for staff registration takes stress off of the Staff Registration team, the Secretary team, and other directors to make ratifications possible, and allows for the check-in and scheduling of all staff to be a smoother experience overall. Late sign-ups can cause schedule issues, or previously did not give staffers enough time to complete their hour requirements for the convention.
  - This also boosts the visibility of our Attendee Volunteer program as an option and opportunity to those who missed the cut-off window, but would still like to assist us for the year.

- Bylaws update:
  - **Organization bylaws** had a governance rule that read, "*the organization must structure its requirements such that no person holding a Kumoricon staff position is subject to a combined requirement of less than 16 hours of volunteer work associated with each Kumoricon event.*"
  - As of Kumoricon 2026, these bylaws have been updated to say, "*the organization may structure its requirements such that all persons holding a Kumoricon staff position are subject to a combined minimum volunteer hour requirement, as enacted by the Board of Directors.*" In doing so, this now allows the board to alter required hours (at-con, pre-con, and post-con) each year to better suit staffing needs for each convention. Additionally, hour requirements are now listed more plainly, and are expected to be followed appropriately.
- Levels and hours:
  - L1: 8-15 hours at-con work.
  - L2: 16-20 hours at-con work.
    - May be asked to do a small amount of pre-con/post-con work within one month of con, but not typical.
  - L3: 20+ hours at-con work **AND** 3+ months pre-con/post-con work **OR** on-call, at-con only hours of the same length.
  - L4: 24+ hours at-con work **AND** 6+ months pre-con/post-con work **OR** on-call, at-con only hours of the same length.
  - L5: 28+ hours at-con work **AND** 9+ months pre-con/post-con work **OR** on-call, at-con only hours of the same length.
  - L6: On-call hours for at-con work **AND** year round pre-con/post-con work.
- Staff Perks:
  - L1:
    - LE\* staff badge
    - LE staff lanyard
    - LE staff badge ribbon
    - TriMet weekend pass\*\*
    - Daily JTL\* passes
    - Years of Service pin (if applicable)
  - L2: All L1 benefits plus:
    - Yearly staff pin
    - \$30 OCC food voucher
    - 20% off one (1) attendee weekend membership for friend/family
    - Hotel discount\*\*\*: ¼ coverage of room for two (2) nights
  - L3: All L1 benefits plus:
    - Customized staff badge
    - Yearly staff pin
    - \$30 OCC food voucher
    - 30% off one (1) attendee weekend membership for friend/family
    - Hotel discount: ¼ coverage of room through program
  - L4: All L1 benefits plus:
    - Customized staff badge
    - Yearly staff pin
    - \$45 OCC food voucher
    - 40% off one (1) attendee weekend membership for friend/family
    - Hotel discount: ¼ coverage of room through program
  - L5: All L1 benefits plus:
    - Customized staff badge
    - Yearly staff pin
    - \$60 OCC food voucher
    - 50% off one (1) attendee weekend membership for friend/family
    - Hotel discount: ½ coverage of room through program

- L6: All L1 benefits plus:
  - Exclusive customized staff badge
  - Yearly staff pin
  - \$75 OCC food voucher
  - One (1) complimentary attendee weekend membership for friend/family
  - Hotel discount: ½ coverage of room through program
- As of Kumoricon 2026, perks are being tiered out per level to better optimize costs for the convention, and give to those who work year-round.
  - \*LE means limited edition, JTL means jump-the-line
  - \*\*When available
  - \*\*\*Only applicable for certain positions. Please inquire when applying if your position comes with this benefit.
- For now, we are working on finding a sponsor for our staff shirts to help cover costs, which is why they are not currently included in this synopsis. However, if we are unable to secure a sponsor for this year, we are financially unable to provide staff shirts for 2026.

## Operations

Patrick Frymire, Director of Operations, presented slides *[lightly copy-edited]*:

- Returning staff should receive emails the day after staff registration opens with application details.
- Priority recruitment of **Public Discord Moderators**. Those interested in the position please apply online or email [operations@kumoricon.org](mailto:operations@kumoricon.org) for more information.
- Working with all departments to prioritize training and team building.

## Programming

Isabella Marquis, Assistant Director, Programming, on behalf of Bennett Do, Director of Programming, presented slides *[lightly copy-edited]*:

- Reviewed and audited Programming staff roles for 2026.
- Conducted a tour of a potential venue and brainstormed a variety of new content ideas.
- Met with several departments to establish expectations and alignment.
- Preparing to hire managers so that we can begin event planning.

## Publicity

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

- What's happening in Publicity:
  - 2025 Photos are Live! Visit [kumoricon.org/photos](http://kumoricon.org/photos) to view.
  - 2026 Website is in the works and should launch soon.
  - Working with Industry to create an updated Sponsorship and Advertising packet.
  - Putting together 2026's advertising campaign.
- Hiring for:
  - Branding Manager
  - Graphic Design Project Manager
  - Groupware Support
  - Social Media
    - Team Lead
    - Moderator
    - Content Creator
    - Announcement Creator

- Executive Assistant

## Relations

Robert Trotter, Executive Assistant, Relations, on behalf of Kris Lugo, Director of Relations, presented slides *[lightly copy-edited]*:

- The Relations Department has been restructured into new divisions, including a Guest Acquisitions and Guest Liaisons department to better balance responsibilities among departments.
- Guest bookings are underway! Exciting announcements coming soon.
- Currently hiring for:
  - Guest Acquisitions
    - Cosplay Coordinator (1, L5)
    - VTuber Asst. Coordinator (1, L4)
    - Cultural Asst. Coordinator (1, L5)
  - Logistics
    - Transportation Coordinators (2, L4)
    - Driver (5, L2/L3)
  - Guest Liaisons Asst. Manager (L4)
  - Autographs Coordinator (L4)
  - Industry Managers (2, L5)
  - ... and more!
- Industry booth applications, Partner Table applications, and Industry badge applications will be going live soon.
  - Industry booth applications are new this year, to help streamline / coordinate better.
- Sponsorship applications are being considered, in addition to outreach.

## Secretary

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

- Minutes are current.
- A lot of work is happening behind the scenes to prepare for 2026.
- Thank you to all who participated in the vote on the Bylaws amendments in January. Both proposed amendments passed.
- Executive meetings summary:
  - The executive board has met six times since the last membership meeting.
  - December 3, 2025:
    - A date was set for the Annual Meeting of the Board.
  - December 17, 2025 (Annual Meeting of the Board):
    - The Secretary and Treasurer for 2026 were appointed.
    - The Interim Org Chart for Kumoricon 2026 was approved.
    - Proposed staff perks for Kumoricon 2026 were reviewed.
    - Dates for the Annual Meeting with Treasury and Annual Spending and Planning Meeting (ASAP) were set.
  - January 11, 2026 (Annual Meeting with Treasury):
    - The current state of organization finances were reviewed.
  - January 16, 2026 (Bank Signing Authority):
    - The annual change of Bank Signing Authority was completed.
  - January 16 - 18, 2026 (ASAP):
    - Reviewed a proposal to self-host our own Wifi for 2026 instead of purchasing a package from the OCC.
    - Set Executive Meeting expectations for the year.

- Reviewed a proposal to install our own security cameras in KumoriMarket this year.
  - Reviewed proposed new locker locations.
  - Reviewed proposed Department Spending Plans for Kumoricon 2026.
  - Approved the org chart for Kumoricon 2026.
  - Reviewed the Altonimbus Entertainment Mission Statement and confirmed it still aligns with the organization.
  - Reviewed the roles and responsibilities for each directorate.
  - Reviewed department goals for the year.
  - Approved staff perks for Kumoricon 2026.
  - Completed the annual Ban and Block List reviews.
  - Approved a \$5 application fee for Artists Alley for Kumoricon 2026.
  - Set Executive and Membership Meeting dates for Kumoricon 2026.
- February 7, 2026:
  - Approved a revision to staff perks for Kumoricon 2026.
  - Approved the budget and Department Spending Plans for Kumoricon 2026.
  - Reviewed results from the Kumoricon 2025 Staff Survey.
  - Reviewed the proposed NDA for positions that will require one.
- Out of meeting board actions:
  - Approved a date for the Annual Meeting of the Board.
  - Approved a proposed amendment to the Bylaws to reduce the minimum required hours for staff.
  - Approved an update to Contract Signing Authority for Kumoricon 2026.
  - Approved a proposed amendment to the Bylaws to remove language concerning NDAs.
  - Approved pre-authorizing spending for Secretary for Kumoricon 2026.
  - Approved allowing an out-of-meeting vote of the membership for the proposed amendments to the Bylaws.
  - Approved an update to Staff Registration Policies for Kumoricon 2026 to account for the increase to six levels.
  - Approved an increase to Programming's Kumoricon 2025 Spending Plan for Prize Support.
  - Approved an extension to the expected posting date for the Kumoricon 2026 org chart.

## Treasurer

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

- Our taxes are currently in the process of being filed
- More behind the scenes work for the upcoming year
- WE NEED HELP!
  - Assistant Director to aid in our bookkeeping tasks

## Outreach

Brian Mathews, Facilitator, Outreach, on behalf of Devin Hunter, Lead, Outreach, presented slides *[lightly copy-edited]*:

- Devin is out at an event so Brian will be providing the narration for this report.
- The dynamic duo of Devin and Brian are coming back to lead the outreach program for another year!
- We also have a new face on the leadership team, Stacie, an experienced Outreach Volunteer who has been with Kumoricon since 2021. We are excited to have additional help to expand the number of events we can attend in the future.
- With a new Chair team and a new Outreach leader, we have been talking a lot about how the Outreach program works and getting everyone aligned on the program goals for the year.
- We have built a list of events that we plan to attend in 2026, assuming that we can secure a booth.

- With an approved budget, we are in the process of purchasing equipment so we can move our point of sale processor to Eventeny. This allows us to have a pre-registration experience similar to at-con registration, where the attendee types their own information into a tablet interface. No more paper forms!
- There is now a schedule for the Outreach Leadership team. The meetings occur about once a month and will always be in the “outreach-voice” channel of the Staff Discord Server.
- Our next meeting is March 2 at 7:15pm.
- Upcoming events:
  - GameStorm - March 19 to 22 at the Columbia Riverfront Holiday Inn in Portland.
  - Sakura Con - April 3 to 5 at the Washington State Convention Center in Seattle.
  - C3 Game Con - April 11 to 12 at the Corvallis Community Center in Corvallis.
- If you are interested in volunteering, make sure to keep an eye out for, and respond to, the volunteer recruitment emails for each event.

## 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](mailto:good.of.the.order@kumoricon.org)!
- A clarifying question was asked about how NDAs will be enforced for Kumoricon 2026:
  - Positions requiring an NDA will have this listed in the position description.
  - The NDA will be sent for signing prior to ratification in the position.
  - It is anticipated that this will be a DocuSign form or similar technology.
  - The Website team is currently hard at work finalizing implementation for the agreement.
  - Violating the agreement would be grounds for immediate dismissal from staff.
  - Additional disciplinary measures may include being blocked from staff in the future depending on the severity of the infraction.
  - Legal action would only be taken as an absolute last resort.
- An email was received from Emmy T:
  - “In regards to the new application fee for Artist Alley, I was curious about what other solutions were explored and why the fee was selected over the others? Additionally, I am curious if the team would be open to other methods in the future such as reviewing application submission times, hidden fields to catch bots, captchas, IP address checks, or requiring to sign in first before applying. Also, I know Kumo uses Eventeny for applications. Did the team reach out to the vendor to see if they had any recommendations?”
  - Elaina emphasized this fee is currently approved for only this year and may change next year. We are implementing a fee based on discussions with artists from Kumoricon 2025 on how to extend the open period for Artists Alley applications without overloading the jury panel. The jury, like all Kumoricon staff, is unpaid, and we estimate each juror will contribute 30-35 hours to the jury process - at a minimum. The fee was determined to be the best available option after talking with our Eventeny representative to see what options are already available via Eventeny.
  - For further information or questions, please email [artists@kumoricon.org](mailto:artists@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.

## Non-Disclosure Agreements

- Bylaws update:
  - **Organization bylaws** had a governance rule that said, "The organization may impose a condition that all directors, upon election, sign a non-disclosure agreement to protect non-public business information of the organization, but only if the exact text of the agreement is publicly available at least 30 days prior to the election, and if the same agreement and terms are required for all incoming Kumoricon staff. Such an agreement may not include terms that are not directly required for this purpose".
  - As of Kumoricon 2026, these bylaws have been removed in order to make non-disclosure agreements (NDA) handled by policy, instead of through bylaws, which would have forced all staff to sign an NDA unnecessarily [as we anticipate all directors will be held to an NDA].
- Why introduce an NDA?
  - [To protect] sensitive information.
  - Kumoricon regularly works with:
    - International Guests of Honor, including Japanese industry professionals and VTubers.
    - Contracted partners and vendors.
    - Staff, volunteers, attendees, and business collaborators.
- In the course of planning and operating the convention, staff may have access to:
  - Personally identifying information.
  - Contract terms and negotiations.
  - Travel and security details.
  - Unannounced programming and guest information.
  - Financial and operational data.
- Having an NDA:
  - Provides assurance to partners that their information is protected.
  - Establishes clear expectations around confidentiality.
  - Reduces risk of premature announcements or data disclosure.
  - Aligns Kumoricon with standard industry practices.
- [An NDA] is a common and expected business safeguard when handling private or time-sensitive information.
- So why now?
  - Growth requires stronger infrastructure.
    - Kumoricon continues to grow as an organization, a brand, and a business partner. As we expand our relationships — particularly with international guests, agencies, publishers, VTubers, and corporate partners — confidentiality protections are increasingly expected as standard practice.
- Introducing an NDA at this stage:
  - Reflects our operational maturity.
  - Supports stronger industry partnerships.
  - Positions us competitively when negotiating contracts.
  - Ensures we can continue to attract high-profile guests.
- Alignment with Our Mission & Values:

- Kumoricon is a nonprofit organization — but nonprofit status does not exempt us from responsible business practices.
- An NDA supports our values by:
  - Reinforcing accountability.
  - Demonstrating professionalism.
  - Protecting community trust.
  - Safeguarding sensitive information entrusted to us.
- What is confidential under the NDA?
  - Confidential information includes **non-public** information surrounding:
    - Personal information of attendees, guests, vendors, donors, staff, or volunteers.
    - Financial information, budgets, contracts, grants, and fundraising data.
    - Internal procedures, planning documents, schedules, or security plans.
    - Login credentials, access methods, and technical systems.
    - Internal communications that relate to confidential or non-public matters.
    - Information related to investigations, disputes, or disciplinary matters.
- Examples:
  - These are examples of information that **would** be protected under the NDA:
    - Sharing a Japanese guest's passport details, legal name, or travel itinerary.
    - Discussing unreleased contracts or appearance fees.
    - Posting internal budgets.
    - Sharing login credentials, internal drives, or registration system passwords.
    - Discussing an active harassment investigation or disciplinary review.
    - Leaking an unannounced guest before Relations / Publicity makes the public announcement.
- What is not confidential under the NDA?
  - Confidential information does not include information that:
    - Is publicly available through no fault of the volunteer.
    - Was lawfully known prior to disclosure.
    - Is received lawfully from a third party without restriction.
    - Is independently developed without use of confidential information.
    - Is approved in writing by Kumoricon for release.
    - General volunteer coordination, social interaction, and publicly announced matters are not considered confidential.
- Examples:
  - These are examples of information that would **not** be protected under the NDA:
    - Saying you are volunteering at Kumoricon.
    - Posting photos from the convention floor that are publicly visible.
    - Talking about your experience working load-in or Registration.
    - Sharing information that has already been officially announced.
    - Discussing public panel schedules once published.
    - Reposting a guest announcement from Kumoricon's official social media.
    - General volunteer coordination and public-facing convention content are not confidential.

## Anime Movie Minute

Heather Loveland, Cultural Facilitator, Industry and Sponsorship (2025), presented slides *[lightly copy-edited]*:

- *Scarlet* was in theaters when I wrote this and might still be by the time the meeting happens.
  - This is the new Mamoru Hosoda film, and I can confirm that it is not the plot of *Summer Wars*, or *Belle*, or *Digimon Adventure: Our War Games*. It's actually based on *Hamlet*, so potentially have fun with that.
- *Uma Musume Pretty Derby: Beginning of a New Era* - February 27

- I have been run down and caught by the horse girls, so I have the personal knowledge to be able to say that it does not matter if you're up to date on the shows. None of it matters. This movie is all new characters doing the same thing that always happens in this series - horse girls run real well. That is to say, I'm psyched.
- A small side note - you may have heard that there's a *Hypnosis Mic* movie. Yes, there is; however it is only being shown in 15 theaters in the US and none of them are in Washington or Oregon. Honestly it sounds pretty cool though because they're doing a thing where the audience in the theater actively votes after each battle for the winner, so there's 7 different endings. Neat-o.
- Additionally, *Whosoever Steals This Book* is probably coming out soon. [It will premiere] on March 1st as part of the New York International Children's Film Festival, but there's no information about general screening yet. Maybe there will be by the time the meeting happens, but there's nothing while I'm prepping this.
- And finally - I generally cover only what's between now and the next meeting but I will mention: the next Mecha Panic at the Hollywood Theater is the day AFTER the next meeting, March 15th. But, it's *Macross Plus Movie Edition*, so it'll probably sell out. If you're interested, maybe get tickets ahead of time instead of purchasing day of.

## Adjournment

The meeting was adjourned at 3:14pm by Keanna Richardson, Chair.

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

## Attachment: Presentation slides

See file *kumoricon-minutes-member-20260221-attachment.pdf*