

Membership Meeting

August 17, 2024



Quorum Count

- 20 needed to reach quorum
- Altonimbus members (2023 and 2024 staff)



CHOOSE ONE:

Discord: Click “**present**” button pinned in the **#meeting-chat** (wait for the bot)

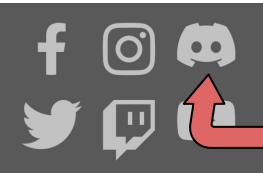
Twitch: Please send “**!present**” in chat

OPEN MIC NEAR END OF MEETING

You must join the public Discord to participate:



Link in Twitch chat



Click the Discord icon on kumoricon.org (footer)

Approval of Minutes

Minutes for June 15, 2024 and July 13, 2024



Meeting minutes can always be found at www.kumoricon.org/meetings

REPORTS

The Kumoricon 2024 Executive Team!



CHAIR DIRECTORATE

Charity | Outreach | Nonprofit | Diversity, Equity, and Inclusion | Staff Training | Accessibility | Staff Relations | Recruitment | Staff Events

Amber Feldman (she/they) : Chair

Josh Youravish (he/him) : Vice Chair, External Support

Zarek Lee (he/they) : Vice Chair, Internal Support



CHAIR DIRECTORATE

Charity | Outreach | Nonprofit | Diversity, Equity, and Inclusion | Staff Training | Accessibility | Staff Relations | Recruitment | Staff Events

Accessibility Awareness

- When creating emails, documents, or other forms of information between teams and colleagues. Keep in mind **fonts, font sizes, and color contrast.**
 - Font examples: Fonts without tails (San Serif, Verdana, Calibri) Times New Roman is *not* an accessible font.
 - Font sizes examples: 12 through 16 pixels (documents/emails). Minimum 20 pixels (presentations)
 - Color contrast tool: <https://webaim.org/resources/contrastchecker/>

(Please note, this is separate from official documents created internally or public facing, as those go through an official internal review process.)



INFRASTRUCTURE DIRECTORATE

Facilities | IT | Hotels | KumoriMarket | Infrastructure Office

Leon Lewis (he/him) : Director of Infrastructure

Ally Raney (she/her) : Assistant Director

Nick Avgerinos : Liaison, Hotels

INFRASTRUCTURE DIRECTORATE

Facilities | IT | Hotels | KumoriMarket | Infrastructure Office

- Staff hotels page is live. Please email hotel@ with questions.
- Hiring Hotel specialists to help the hotel team field questions.
- Hiring for facilities this year. Work will look very different from previous years.

INFRASTRUCTURE DIRECTORATE

Facilities | IT | Hotels | KumoriMarket | Infrastructure Office

Hotel Program FAQ

- Placement at the Hyatt is not guaranteed. Priority is given to accessibility needs, staff who work in the Hyatt, and staff whose jobs require them to be at the OCC first thing for opening or closing (6A/12A).
- Non-staff can stay in your hotel room, but you will need to pay for their portion of the room (we will send you an invoice).
- Staff who stay at the DoubleTree get free breakfast for two people per day for each day of their stay.
- We will have TriMet passes for everyone who stays at the DoubleTree.
- If you have an existing Hyatt or DoubleTree reservation, please include it on the form. Please note that having an existing reservation does not guarantee placement at that hotel under the program.
- Please note that everyone in the room must complete the form. This is to ensure that all roommates agree to rooming together.

MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

Hannah Eulberg (she/her) : Director of Membership

Emily Vuong (she/her) : Assistant Director

Jessica Ulibarri (she/her) : Executive Assistant



MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

2024 Current Registration Numbers

- **Attendee Pre-reg: 3,596**
- **VIP: 29**

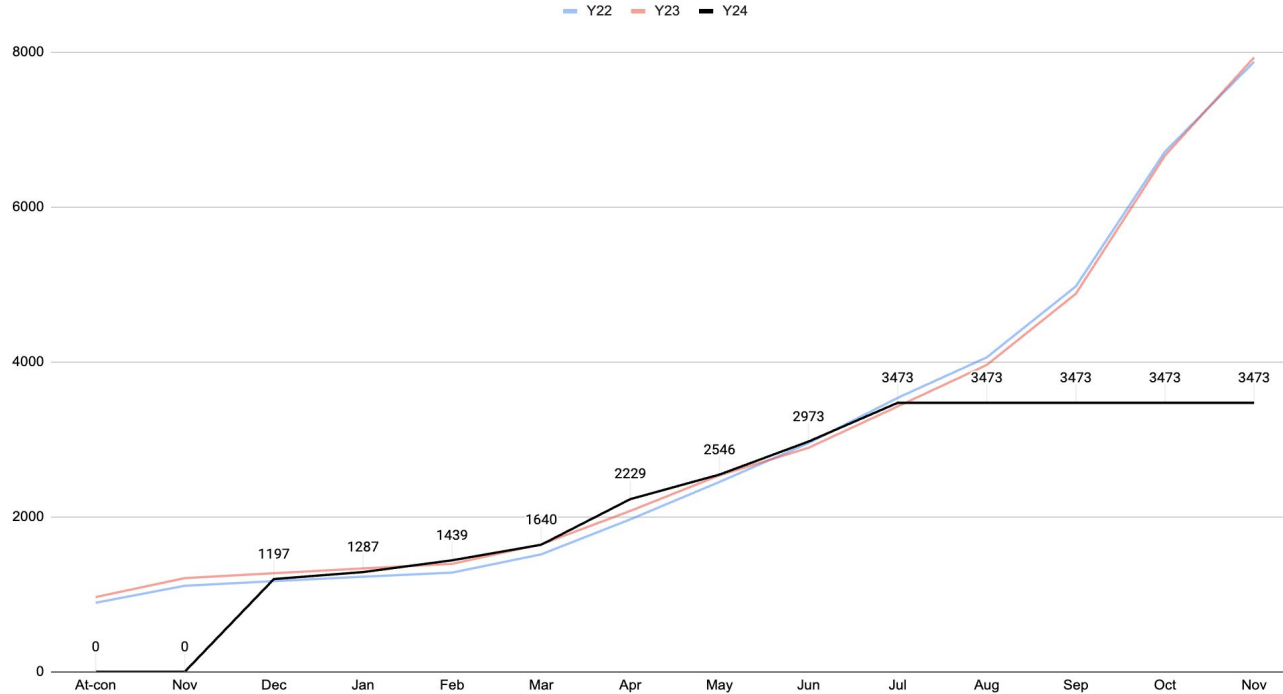
Pre-Registration Price
\$80 through Nov 2nd



MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

Attendee Memberships



MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

What has Membership been up to?



- Updated the Educational and Youth Group Discount Policy, applications are available now at <https://www.kumoricon.org/group-discount>
- Administrative business (printing, ordering, and meetings)

MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

Friendly Reminder for All Staff:

Please make sure your personal staff details are up-to-date!

This includes, but is not limited to:

- Preferred first/last name
- Pronouns
- Pronoun display
- Shirt size
- Emergency contact info
- Allergies or medical conditions
- Badge image



If you haven't already done so, please make sure to review the new staff titles and levels change for Kumoricon 2024:

www.kumoricon.org/staff-registration

MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

COME BE A PART OF MEMBERSHIP

- Area Manager,
Attendee Registration
- Volunteer Lead
- Registration Hall Crew



Staff Spotlight:

Volunteer Lead

Volunteer Lead works to assist volunteers from the Registration Hall

General duties for this area include working with attendees who would like to volunteer limited hours to assist Kumoricon in operating, presenting volunteer benefits, and being self-reliant on running the Volunteer booth within the hall

OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

Ange Abuyen (she/they) : Director of Operations

Tami Hatfield (she/they) & **Patrick Frymire** (he/they): Assistant Director

Mariona Gates (she/they) : Executive Assistant

Jeremy Burke (he/they) : Incident Response Specialist



OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

- **Staff Station:**
 - Finalizing plans with OCC
- **In progress projects:**
 - Code of Conduct Training to commence starting in September
 - Line layout mapping & backup plans
 - Signage mapping
- **Team Building: Saturday 8/31 @ 8:00PM PT**
- **Code of Conduct**
 - Applies to EVERYONE
- **Hiring all Ops positions:**
 - Staff Station & Dispatch - priority need!!
 - Attendee Services & Office - need more staff
 - Cosplay Repair Crew
 - Policy Support



Questions can be sent to operations@kumoricon.org

PROGRAMMING DIRECTORATE

Special Events | Main Events | Live Events | Maid Cafe | Panels | Tabletop Gaming | Video Gaming

Bennett Do (he/him) : Director of Programming

Jaki Hunt (she/her) : Assistant Director

Steven Garcia (he/him) : Assistant Director

Eny Atwood (they/them) : Executive Assistant



PROGRAMMING DIRECTORATE

Special Events | Main Events | Live Events | Maid Cafe | Panels | Tabletop Gaming | Video Gaming

- Conducted a Programming All-Leadership meeting
- Supporting Managers and Coordinators with their programming content
- Collaborating with other departments to solve barriers
- Internal planning for for all events in general



PROGRAMMING DIRECTORATE

Special Events | Main Events | Live Events | Maid Cafe | Panels | Tabletop Gaming | Video Gaming

Open Events/Sign Up:

- Cosplay Cabaret
Cosplay
- Cosplay Lip Sync
- Fan Fiction

Closing:

- Panel Submission
(8/18/2024 at 11:59pm)
- AMV Contest
(8/31/2024 at 11:59pm)



PROGRAMMING DIRECTORATE

Special Events | Main Events | Live Events | Maid Cafe | Panels | Tabletop Gaming | Video Gaming

Coming Soon:

- Ballroom Information
- Fan Art Contest
- Gunpla Contest
- Idol Festival
- Cosplay Chess Submissions
- Karaoke Contest



PROGRAMMING DIRECTORATE

Special Events | Main Events | Live Events | Maid Cafe | Panels | Tabletop Gaming | Video Gaming

Staff recruitment:

- Ballroom Support - Provides customer service and helps with the dance
- Main Events Support - Assists with technical support for major events
- Karaoke Support - KJ at the karaoke room and supports the contest
- Console Support - Assists in the gaming hall with customer service
- Chibi Support - Assists with panels tailored towards younger generations



PUBLICITY DIRECTORATE

Press | Marketing | Newsletter | Graphics | Social Media | Website | Software | Community Moderation | Info Booth | Merchandise | Multimedia

Charly Youravish (they/them) : Director of Publicity

Grace Shiley (she/they) : Assistant Director

Kevin Gade (he/him) : Assistant Director

Jessica Ulibarri (she/her) & **Summer Ludahl** (she/her) : Executive Assistants



PUBLICITY DIRECTORATE

Press | Marketing | Newsletter | Graphics | Social Media | Website | Software | Community Moderation | Info Booth | Merchandise | Multimedia

What's happening in Publicity

- Graphic design, signage & print requests **for con** need to be submitted to Publicity **no later than September 15th**. I apologize for the need to move the date up, but the convention is super early this year, and we need time to get everything designed and printed! Thanks for your understanding, and sorry for the inconvenience.
- We have added a new [#social-media-support](#) channel in the Kumoricon staff Discord, so if you see something going on that our team needs to address, please let us know. It's in case of emergencies mostly, so use it wisely.
- We are working on new and exciting Merchandise for 2024, and we are super excited about it.



PUBLICITY DIRECTORATE

Press | Marketing | Newsletter | Graphics | Social Media | Website | Software | Community Moderation | Info Booth | Merchandise | Multimedia



Join a Publicity team

- Content Developer, Website
- Developer, Software
- Discord Moderator, Moderation
- Twitch Moderator, Moderation
- Inventory Support, Merchandise
- Organizer, Publicity Office
- Assistant Director, Publicity
- Copy Editor, Marketing
- Design and Layout, Graphics
- Content Creator, Social Media

RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

Drew Herget (he/they) : Director of Relations

Ashley Tognetti (she/they) : Assistant Director

Layah Krimbow (she/her) : Assistant Director

Pam Crawford (she/her) : Executive Assistant

Cam Lewis (she/they) : Executive Assistant



RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

- Working on some Industry contracts
- Finalizing some details with Guests
- Will see guest announcements in the next few weeks!



RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

STAFF WANTED

- Dispatcher
- Gophers
- Drivers



- Support Staff
 - Autographs
 - Industry
 - Green Room and Lounge

SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

Marie Jackson (she/her) : Secretary

Stephen Weber (they/them) : Assistant Secretary



SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

- Ratifications are up-to-date, and minutes are current, pending approvals.
 - Directors, if you have someone you need urgently ratified, please reach out to Secretary in Discord. We are doing our best to stay current, but Secretary is now just Marie and Stephen.
- Secretary is looking to hire an Executive Assistant and an additional Assistant Secretary.
 - Please email secretary@kumoricon.org if you are interested.

SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

Executive Meetings Summary

The Executive Board has not met since the last membership meeting.

The following items were approved via out of meeting board actions and are pending ratification:

- 2025 OCC Contract Addendum
- 2025 Courtyard Marriott Room Block
- 2025 DoubleTree by Hilton Group Sales Agreement

TREASURER DIRECTORATE

Financial Administration | Financial Reporting | Banking | Bookkeeping | Asset Management

James Bradley (he/him) : Treasurer

Jo Ayers (they/them) : Financial Account Organizer

Jeremy Cook (he/him) : Assistant Director

Trevor McClung (he/him) : Supply and Logistics Facilitator

TREASURER DIRECTORATE

Financial Administration | Financial Reporting | Banking | Bookkeeping | Asset Management

- Revenue and expense tracking through July is almost finished
- Open positions:
 - Treasury Support
 - Load-in/Load-out
 - Truck Drivers and Movers



OUTREACH

Reaching out to the stars and letting them know we exist

Devin Hunter (he/him) : Lead

Brian Mathews (he/him) : Facilitator



We have now completed 9 of our 14 targeted events:

- KuroNeko Con was a lot of fun, and a well run event. It's worth the 7 hour drive!
- Portland Pride Festival went great! People were excited to see us and express how much they were looking forward to Kumo.
- Asian Celebration is growing and it was full of different community groups to connect with. We talked to a lot of grandparents there.

If you want to help out with organizing future events, the next Outreach Team meeting is August 27 @ 7:30PM on the staff discord.

OUTREACH

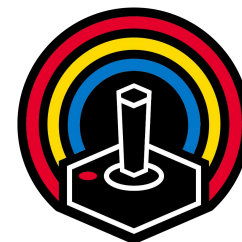
Reaching out to the stars and letting them know we exist



September 6 to 8
Portland, OR



September 21 to 22
Medford, OR



PRGE

September 28 to 29
Portland, OR

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)

JOIN STAFF

Want to join staff but not sure what you want to do?

Review open positions here:



kumoricon.org/staff-registration

Know what you want to do or need some help making a decision?

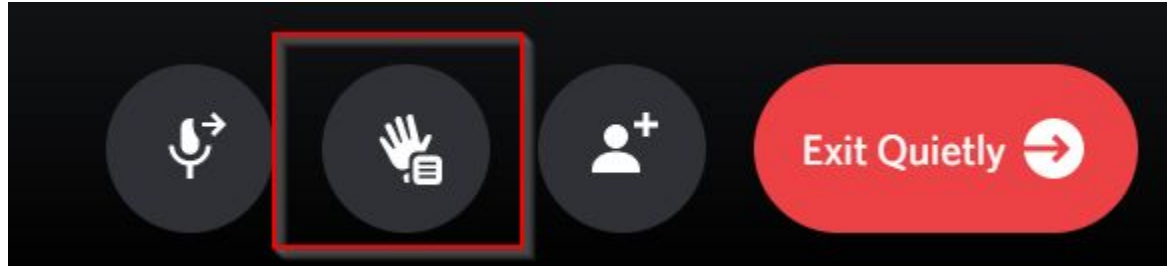
Apply or take a small survey here:



Open Mic Time!

If you have questions, comments, or anything to bring up:

Go to the public Discord, and use the “**raise hand**” icon in the meeting channel.



A moderator will invite you to the stage, and you have to accept.

Remember, you're live!



2024 Mascot by
zephyrine-gale

Thank you!

CON WEEKEND

Nov 8-10, 2024 at the
Oregon Convention Center

CURRENT FULL WEEKEND PRICES

Ages 13+ **\$80**

Ages 6-12 **\$25**

Ages 0-5 **FREE**

Volunteer Staff **FREE**