

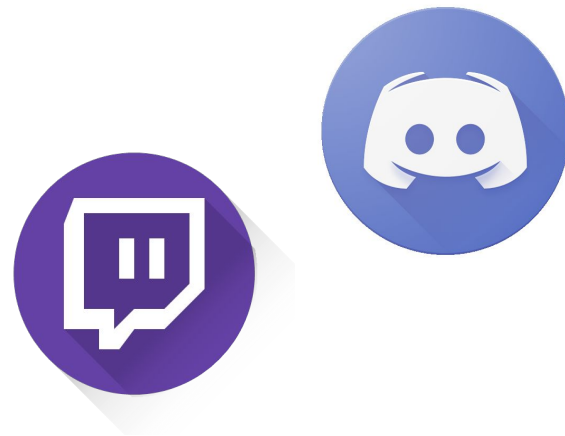
Membership Meeting

October 12, 2024



Quorum Count

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



CHOOSE ONE:

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

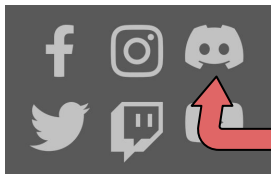
Twitch: Please send “**!present**” in chat

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 September 14, 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

Chair Updates

- We have many projects in progress:
 - Onboarding training for staff
 - Developing stronger recruitment processes
 - Adding more accessibility tools
 - Prepping Charity activities
 - Building Strategic Planning roadmaps to help future boards
 - Planning Opening and Closing Ceremonies final details.
 - Planning Staff Appreciation Dinner



CHAIR DIRECTORATE

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



Staff Appreciation Dinner Info

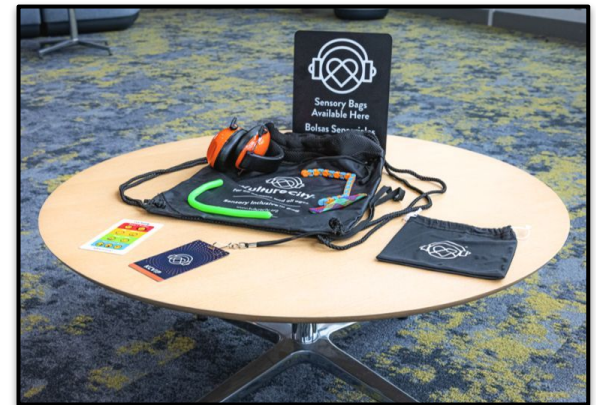
- Staff Appreciation Dinner will be held on Sunday after the convention ends, with food starting at 9pm.
- It will be held in the Oregon Ballrooms at the OCC this year, to hopefully make it easier for folks to get there and attend.

CHAIR DIRECTORATE

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

Accessibility Awareness - Oregon Convention Center

- Concession information like menus & hours, & eateries nearby
- Parking accessible spaces within easy access of elevators.
- Wheelchairs and electric convenience vehicles (ECVs).
- Elevators, automatic doors, door openings 32 inches.
- Nursing Suites - ADA compatible.
- KultureCity Sensory Bags.
- Assistive listening devices.



CHAIR DIRECTORATE

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

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 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

- Crunch time for Infrastructure; working on lots of things behind the scenes.
- Invoices for staff hotel program have gone out.
- Confirmations will be coming soon.
- Please pay by 10/18, or your spot in the hotel program could be forfeit.

INFRASTRUCTURE DIRECTORATE

Facilities | IT | Hotels | KumoriMarket | Infrastructure Office

- **Hiring for Facilities Staff:**
 - Facilities staff help connect OCC staff and Kumoricon staff so they can collaborate and problem solve as the need arises.
 - Previous experience working conventions, especially in the operations department is desired.

INFRASTRUCTURE DIRECTORATE

Facilities | IT | Hotels | KumoriMarket | Infrastructure Office

Staff Hotel Program

- We would like to thank everyone for providing feedback and working with us as we implemented this new program. It has been a learning experience, and there is a lot of good feedback for the team next year. We will be happy to answer any questions during Good of the Order, and we will be hanging out in our channel after this meeting.
- The restrictions on the program (distance, nights covered) exist to ensure we can serve a large number of staff while being fiscally responsible. We understand this has caused problems for some staff, but it has allowed us to cover far more staff than we have in previous years. To expand, last year we gave out 70 reimbursement checks which covered 166 staff. This year we were able to cover 227 staff.

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: 4,777**
- **VIP: 33**

Pre-Registration Price
\$80 through Nov 2nd



MEMBERSHIP DIRECTORATE

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

What has Membership been up to?



- Design projects have been completed, proofs have been sent out, and fun items are in production!
- Registration Hall supplies are in the process of being ordered and shipped
- Working on training guides, emails, meetings, and other admin duties.

MEMBERSHIP DIRECTORATE

[Attendee Registration](#) | [Specialty Registration](#) | [Staff Registration](#) | [Attendee Volunteer](#) | [Registration Software](#)

Educational Group applications

Kumoricon is happy to announce that we will once again be offering group discounts to nonprofit educational youth groups! These include organizations like anime clubs or groups that are a part of a larger nonprofit organization (like a school), or other nonprofit organizations.

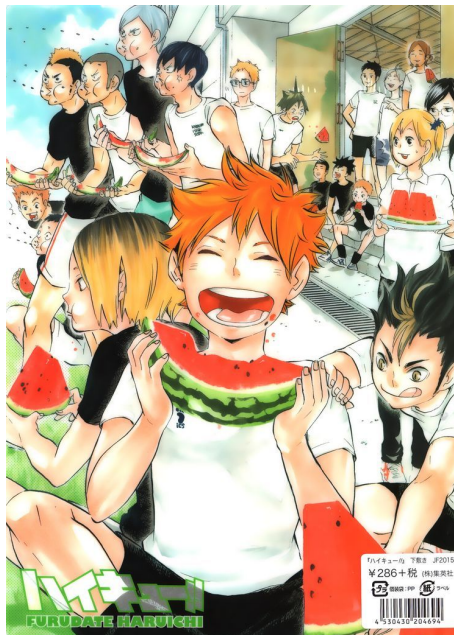
If you're not sure if you fit the qualifications listed on the website, please don't be afraid to apply! Each group will be evaluated on a case-by-case basis.



MEMBERSHIP DIRECTORATE

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

Volunteer applications



Within Kumoricon, when we say "volunteer", what we mean is someone who has purchased a regular attendee membership for Kumoricon and is willing to donate at least four hours of time to the convention.

None of our volunteers are paid, but we do have rewards based on the number of hours registered attendees are willing to volunteer, including badge ribbons, a special volunteer t-shirt, and more!

MEMBERSHIP DIRECTORATE

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

COME BE A PART OF MEMBERSHIP

Staff spotlight:

Lead, Volunteers

The Volunteers Lead is perfect for someone who is self-reliant, has leadership skills, and is willing to work with general attendees in our volunteer program to find them the best spot to assist in.



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/her) : Executive Assistant

Jeremy Burke (he/they) : Incident Response Specialist



OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

Oregon Convention Center

- Final walkthrough of the OCC on October 21, 2024, at 9:30 AM.
- Reminder: Signage can not be attached to OCC walls or doors.
(pinned, taped, ext.)
- You may notice Live Action Role Playing (LARP) in Lobby area.
- Kumoricon main entrances at the OCC this year.

OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

Oregon Convention Center

Martin Luther King (MLK)

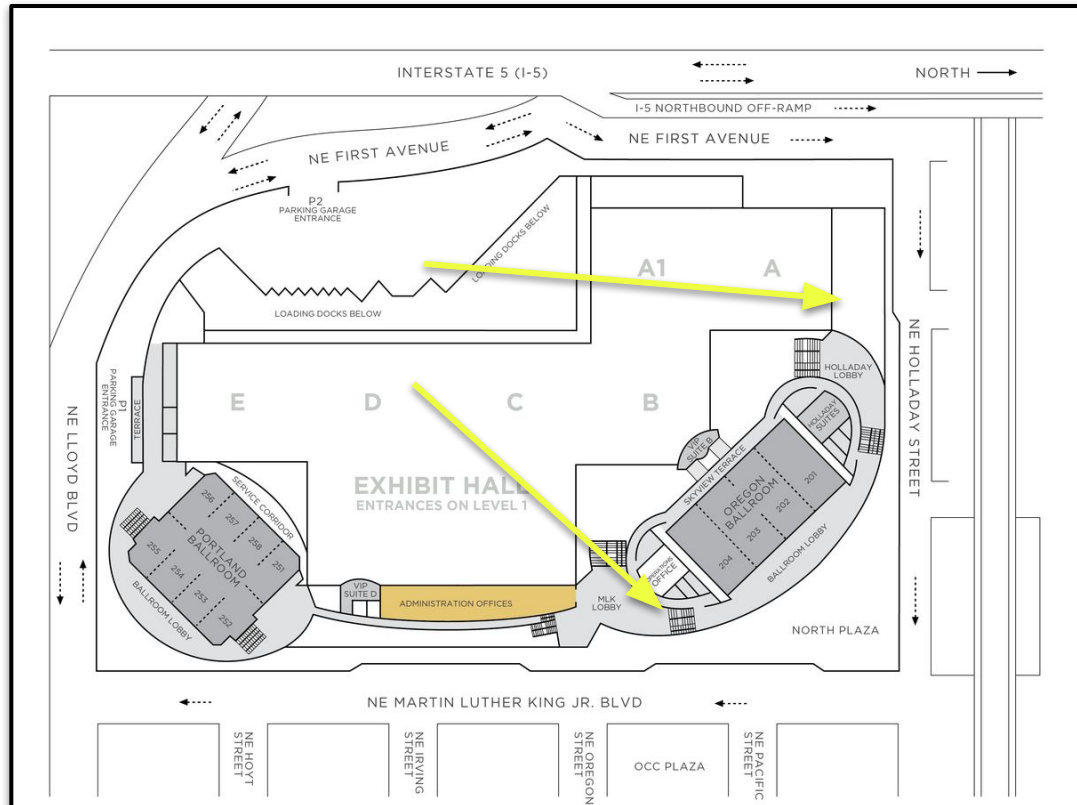
All Kumoricon operating hours.

Ginkoberry

Only during Registration hours of operation.

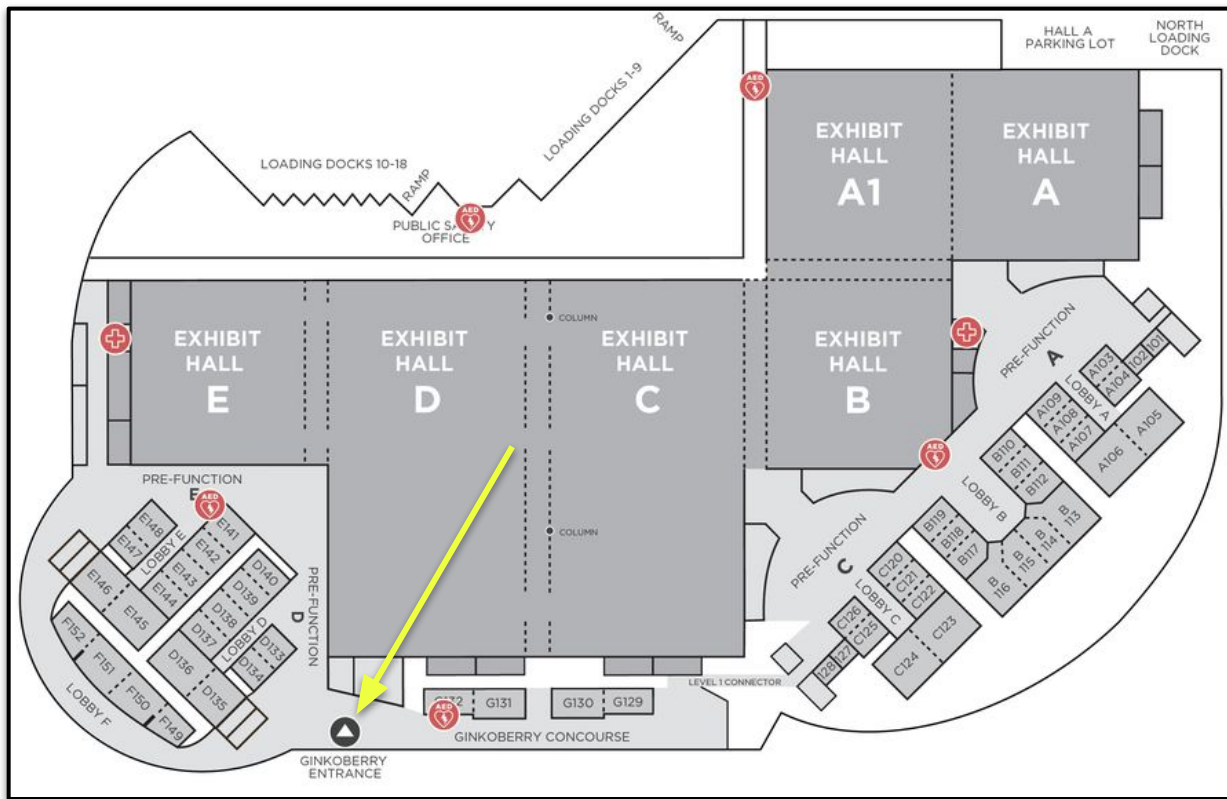
Holladay

Outside of Registration hours.



OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station



OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

Staff Station - Functionality

Grab-and-go

- Food
- Drinks
- Snacks

Both

Vouchers are:

- 1 per person
- 1 per day (Hyatt or OCC)
- \$15.00 value each.

- OCC only voucher located at VIP D (Staff Station).
- Hyatt only voucher Hyatt Operations office.

First wave of emails regarding schedule and expectation sent October 7, 2024. Follow up emails will go out end of October.

OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

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 26, 2024.



Tips:

1. Press and hold the Talk button.
2. Wait a second or two, then begin speaking.
3. State your name, location, and briefly describe what you need.

OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

Needed staff positions

- Staff Station - *critical*
- Dispatch - *critical*
- Attendee Services
- Operations Office

CoC remaining training dates:

- October 12, 2024 - 3:00 pm
(Today!)
- October 16, 2024 - 7:00 pm
- October 24, 2024 - 6:00 pm
- November 2, 2024 - 3:00 pm

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

- The scheduling phase of the Programming schedule has been progressing smoothly. We are currently collaborating with Publicity to clean up information for print.
- Working with Event Coordinators and Managers to ensure plans are on track.
- Final details for Maid Cafe are being finalized, so keep an eye out for pre-registration announcements soon.
- Attending numerous meetings with other departments to align efforts.

PROGRAMMING DIRECTORATE

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

Programming events and contest status:

Name	Status	Deadline
Lip Sync	Closed	9/27/2024
Cosplay Contest	Closed	10/4/2024
Idol Contest	Open	10/18/2024
Cosplay Chess	Open	10/21/2024
Purranormal Maid Cafe	In Process	10/27/2024
Cosplay Cabaret	Open	10/28/2024

PROGRAMMING DIRECTORATE

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

Programming events and contest status:

Name	Status	Deadline
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

PROGRAMMING DIRECTORATE

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

Staff Needs

- Support, Karaoke
- Panel Tech, Panels
- Support, Chibi Room
- Support, Office



PUBLICITY DIRECTORATE

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

Charly Youravish (any) : Director of Publicity

Kevin Gade (he/him) : Assistant Director **Grace Shiley** (she/they) : 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

Mascot Contest Closes tonight! Don't forget to vote for your favorites!

Staff Area

Staff registration and management

- [Staff management](#) – personal details, staff directory and org chart, assigning staff positions, staff security groups
- [Mascot contest voting](#) – open until October 12, 2024 at 11:59 pm

PUBLICITY DIRECTORATE

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

- The Copy Editing team is working on the Schedule and making sure everything is all correct!
- The Graphics team is working extremely hard on all the requests we received. We apologize for any delay; if you are expecting to see proofs on something before we send it to print, please email [graphics@](mailto:graphics@kumoricon.com) so the Leads can follow up with the designers and make sure they are on track.
- We are working on the Pocket Guide, Opening & Closing Ceremonies, and ALL the event signage.

PUBLICITY DIRECTORATE

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



Join a Publicity team

- ★ Assistant Director, Publicity
- ★ Publicity, Office Organizer
- ★ Publicity, Office Support
- ★ Press, Office Support
- ★ Info Booth, Crew
- ★ Merchandise, Inventory Support
- ★ Merchandise, Restocker
- ★ Multimedia, Photographer
- ★ Multimedia, Videographer

RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

Drew Herget (he/they) : Director of Relations

Leyah Krimbow (she/her) : Assistant Director

Pam Crawford (she/her) : Executive Assistant

Cam Lewis (she/they) : Executive Assistant

RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

- **MEETINGS, MEETINGS, MEETINGS!**
- **Getting Connections with local businesses!**

RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

Thank You for Your Support!



RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs



Industry Panelist

RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

GUESTS ANNOUNCEMENTS

RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs



**David
Matranga**



**Stephanie
Sheh**



RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs



FINAL FANTASY VII
REBIRTH



X CHARACTER DESIGN: TETSUYA NOMURA / ROBERTO FERRARI

Briana White

Allegra Clark



RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

Music Guest!



N A X N O

RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

STAFF NEEDED!

Gopher, Relations
Logistics

Support,
Autographs

Green Lounge
Support, Hospitality

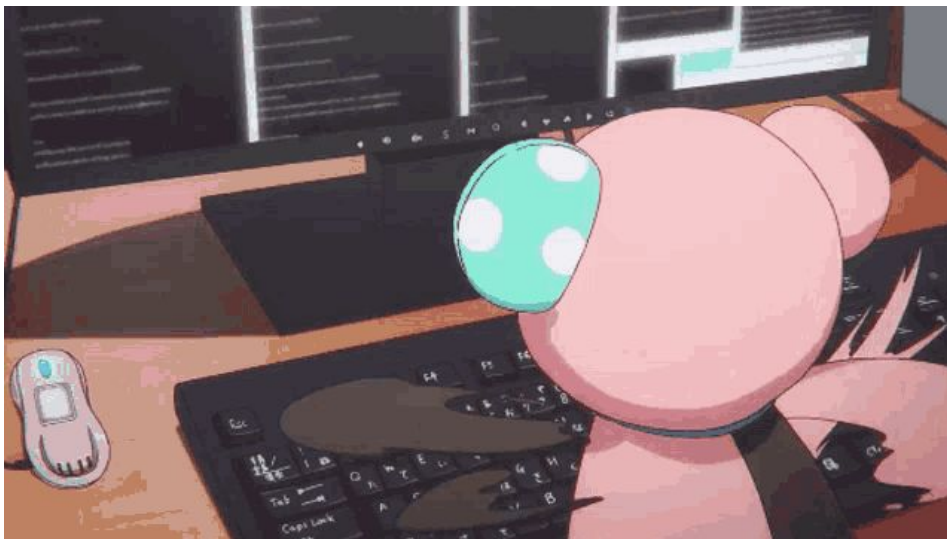
Green Room
Support, Hospitality

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

- Minutes are current
- Ratifications are also current
 - Directors: Please ping Secretary in Discord if you have any urgent ones. Typical turnaround time is currently 72 hours.
- Making sure things are ready for con

SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

Executive meetings summary:

The Executive Board has met twice since the last membership meeting.

September 10:

- Approved a line of credit with the Hyatt.
- Approved a 2025 hotel block contract.
- Approved a spending change for Staff Station.
- Approved 2025 Membership prices and tiers.

SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

Executive meetings summary (con't):

September 29:

- Approved a spending increase for the Staff Hotels Program.

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

- 2024 OCC Contract Addendum for VIP D
- Operations Security Spending Plan increase

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

Jeffrey Wiegand (he/him) : Assistant Director

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

TREASURER DIRECTORATE

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

- Expenses through September 30 are almost completely up to date
- Locker updates:
 - Standardized racking and updated layout for extra efficiency
 - Working on planning for Load In
- Looking for Treasury Support Staff!



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 all 14 of our targeted events:

- Rose City Comic Con - As always it was a fun event that was busy.
- Ani-Medford - The new venue is awesome and we talked to a lot of people who are new to Conventions.
- Super Queer Fun Fair - This area of Oregon has not heard of us yet so we talked to a bunch of new people!
- Portland Retro Gaming Expo - They've expanded their footprint and we look forward to them growing to fill the extra space.

OUTREACH

Reaching out to the stars and letting them know we exist



All Done! See you in 2025!

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?

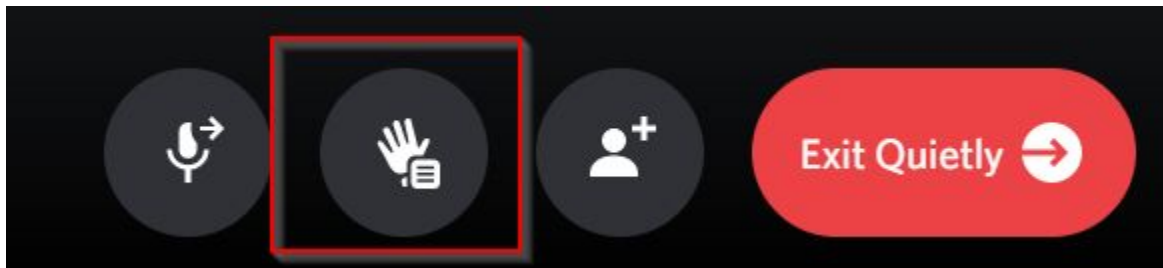
Apply or take a small survey here:



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**