

**Kumoricon / Altonimbus Entertainment
General Meeting of the Membership on
January 9, 2016
PSU, Smith Memorial Student Union
1825 SW Broadway, Portland, OR 97201**

Call to Order

The meeting was called to order at 3:36pm by Phillip Koop.

Reports

Phillip Koop, Chair

- Skipping minutes approval until February.
- Because holding the convention at the OCC is much more expensive, we are being very cautious about spending. As a result, we are suspending the comped room program. We may reinstate it later. This affects coordinators, managers, executives, and directors.
- Reduced room rate for staff still exists.

At this point in the meeting, 71 members were present, with 56 required to reach quorum. Quorum was met.

Diana Hoffman, Director of Infrastructure

- Need staff. Will work behind the scenes with hotels. Desired skills are being good with computers, talking to people on the phone, and lots of secretarial-ish activities. Will meet with hotels and walk tours of the space. Work both pre-con and at-con.

Brian Mathews, Director of Membership

- Registration is open.
 - 303 total pre-registrations so far. About 240 at the same time last year; huge increase.
 - We are advertising registration more on social media.
 - Opened a week and a half later than last year.
- For Registration Staff, some before-con work, and mostly at-con work.

Jason Pollard, Director of Operations

- Most staff work is at-con. Positions include:
 - Yojimbo: At-con information and policy enforcement.

- IT: All aspects of IT pre-con. Make sure everything is connected at con. Dispatch and radios.
- No longer have Office Staff, except for Yojimbo Office Staff.
- Line control remains to be determined.

Jaki Hunt, Director of Programming

- Department is content, panels, and gaming.
- Need volunteers to do console gaming and LAN gaming at GameStorm, in March, for 4 days.
- Need volunteers for Asian Celebration in February, for cat ears, console gaming, and karaoke, weekend of February 20-21.

Samantha Feldman, Director of Publicity

Kimberly Apilado, Assistant Director, presented a report in Samantha's absence:

- New 2016 website is up and running, with an awesome scrolling cloud header, a graphic design that our team worked hard on, and a newly redesigned registration page that looks better and functions more smoothly.
- Had an outreach table at OryCon in October, with 2 registrations.
- Selling registrations at Newcon next weekend.
- At Mochitsuki at the end of the month, selling registrations and cat ears.
- Looking for Info Booth Staff, Social Media Staff, and Social Media Coordinator. For the latter position, we really want somebody with prior experience, and are taking resumes for that.
- Managers should re-apply for the position they previously had. We'll give you more detail.
- Have a newsletter today, and at future meetings.

Ally Fields, Director of Relations

The Secretary read a written report in Ally's absence:

- Kumoricon's Relations team needs staff! We are looking to have more coverage of guests, more coverage in the Exhibits and Artist areas as well as move forward with Charity functions. If you are someone who is interested in charity work, or know someone with a charity background, please contact relations@kumoricon.org.
- The relations department will be having a meeting together soon. Please be looking for an email regarding setting a time for us to meet up in the next week.

Jeff Tyrrell, Secretary

- Staff registration opened today.
- Have printed copies of the code of conduct as a reference for the staff quiz.
- Open positions in the department:

- Staff Manual Coordinator: Revise the staff manual which was last edited in 2012. Bring information up-to-date and move from a Yojimbo focus to an all-staff, customer service focus.
- Archivist Coordinator: Sort and categorize documents and records, and help make information visible to more staff if it should be more widely disseminated.
- Staff Customer Service: Help new staff members sign up, or find positions if they are unsure which positions they want. Customer service and email focused; similar duties as customer service for attendee registration.

Amy Bourgo, Treasurer

- Recruiting for Load-In/Load-Out Staff. Always looking for more people.
- Also looking for people with accounting or bookkeeping experience. For this, would also like a recommendation from your director last year. Will work with sensitive material.

Unfinished Business

There was no unfinished business.

New Business

Phillip presented a bylaws amendment to the members, which had previously been described in the notice to the members of this meeting, and passed by the board. The text of the amendment:

In Paragraph 2.H, insert "taxable" after "shall not receive".

Phillip, Amy, Jeff provided additional details in explanation.

The members voted on the amendment by acclamation, with unanimous approval, thereby enacting the amendment to the bylaws.

Good of the Order

A meeting participant suggested a blood drive at the convention through the Red Cross.

A meeting participant suggested meeting holding meetings in a location without a charge for parking.

A staff member stated that newsletters would be distributed at future meetings, and each day of the convention.

Phillip announced that the next meeting on February 7 would probably be located at the Beaverton City Library. The board clarified that they were aware that that is the date of the Super Bowl.

Brian added to his Director of Membership report:

- Open staff positions include:

- At-Con Registration: Customer service skills required, cash handling experience preferred, and is a lot of fun
- MSO: Check in staff members to the convention
- Con Suite: Front of house and back of house will be separately staffed; separate customer service and food preparation
- Reg Dev: Coding or web development
- Cosplay Repair

Phillip directed the staff to move to the staff party downstairs in an orderly fashion.

Adjournment

The meeting was adjourned at about 4:09pm by Phillip Koop.

Respectfully submitted,
Jeff Tyrrill, Secretary