Kumoricon / Altonimbus Entertainment
General Meeting of the Membership on August 23, 2020, 1:00pm
Online

Call to Order

The meeting was called to order at 1:07pm by Brian Mathews.

At the initial quorum count, the meeting continued once 28 members signed in as present, having not yet met quorum. In total during the meeting, 32 members signed in as present out of 259 total, with 30 needed to reach quorum. Quorum was met at 1:26pm.

Minutes

The minutes from the membership meeting of July 12, 2020, were approved without objection.

Reports

Chair

Brian Mathews, Chair, presented slides *[lightly copy-edited]*:

- DigiKumo was officially announced earlier this week.
- A lot of the past several months has been working on every-case scenarios. That is over.
- You'll hear more about DigiKumo from other board members soon; currently there is a committee working on it, with plans to transition it back to the Board.

Infrastructure

Ash "Bunny" Butler, Director of Infrastructure, presented slides *[lightly copy-edited]*:

- Just trying my best to work towards future cons and working with my contacts towards those ends.
- This time of year is usually working towards this year's planning and discussing future years. Nothing big to announce yet.
- Joking with programming and the DigiKumo committee about how the internet is the venue for online cons. (As I am offering help how I can to others on their work this year.)
- Otherwise—trying to stay safe, stay sane, and stay cool. Please remember to take care of yourselves as well as each other trying these weird and trying times.

Membership

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

- I am covering for Charmaine while she is taking a leave of absence. Charmaine is taking a leave due to work and family needs.
- Everyone who was registered for 2020 was rolled over to 2021.
- Registration numbers for 2021 (as of 12pm 8/22)
  - General registrations: 1639
  - VIP registrations: 20
- Registration Action Requests numbers (as of 12pm 8/22)
  - 80 request submitted in total

- ○ 66 refunds
- ○ 13 donations
- ○ 1 transfer
- The action request form closed on August 16th. If you have questions or concerns please email registration@kumoricon.org for further assistance.

Jessica also reported:

- Membership is steadily working to finalize the transition of Staff Registration from Secretary to Membership.
- If you applied and have not heard back from anyone, please email staff-registration@kumoricon.org and we will follow up with the appropriate department.
- If you are interested in staffing for DigiKumo, the staff application form for the event is still in the works so please reach out to your current manager or director for more information about possible positions.
- Membership staff needs for Kumoricon 2021:
  - ○ Attendee Registration—Coordinators & General Staff
  - ○ Con Suite—Coordinators & General Staff
  - ○ Cosplay Repair—Coordinators and General Staff
  - ○ Registration Software Development—General Staff
  - ○ Specialty Registration—Assistant Manager and General Staff
  - ○ Staff Registration—Coordinators and General Staff

Operations

Ben Riker, Director of Operations, reported:

- Operations staffing is uncertain as Digikumo is a digital event and Ops is typically a physical department.
- Most staff are being rolled over to 2021.
- To my knowledge all pending staff applications have been handled. If you have not heard back please reach out at operations@kumoricon.org.
- There will be limited staff opportunities for operations in DigiKumo. However, if you are interested in staffing for other departments, there are other opportunities available.

Programming

Devin Hunter, Director of Programming, presented slides *[lightly copy-edited]*:

- Meeting with coordinators and managers to discuss DigiKumo Programming content.
- Trying to figure out ways to digitally translate activities such as escape rooms or Manga Library.
- If you are a current coordinator or are planning to be one for 2021, please make sure you are in regular contact with your manager, executive, or assistant director.
- Choosing to help with or not help with DigiKumo in no way affects your position for 2021.
- Panel applications for DigiKumo are now open.
- Checklist to submit a panel:
  - ○ Read application (Intro, Things to note, Panel rules, FAQ)
  - ○ Decide to conduct a live panel or pre-recorded panel
    - ■ Note: Panel application submissions due 11:59pm, September 14, 2020.
    - ■ Note: Pre-recorded panel (final version) due 11:59pm, October 1, 2020
  - ○ Create a 1:00-1:30min video summary of your panel idea
  - ○ Fill out the application form
  - ○ Submit your application form along with your 1:00-1:30min video
- To be a panelist: (open to anyone—you don't need to be staff)
  - ○ A device that can connect to Zoom (desktop, laptop, phone, or tablet)

- A camera that connects to that device
  - If you plan to use a phone, make sure to use something to hold the device (like a tripod).
- Headphones that connects to your device
  - This is to prevent echo
- [Bonus] A quality microphone
- Reliable internet connection
- An idea that you want to share
- A plan on how to share that idea
- What do you need to staff a panel:
- Stream Operator—behind the scenes, running Open Broadcaster Software, working with the production team.
  - Computer with Nvidia GPU
  - Dual monitors
    - One screen set at 1920x1080
  - Fast internet upload speed
    - 10Mbps
  - Audio headset
- Panel Moderator—host and moderator, working with panelist, running Zoom, and checking chat.
  - Computer that you can install software on
  - Audio headset
  - Reliable internet
  - Being comfortable with participating with live content.

Quorum was met during the Programming report.

Publicity

Samantha Rushford, Director of Publicity, presented slides *[lightly copy-edited]*:

- We are primarily waiting on finalized shipping cost information and we can get our online merchandise store open.
- Finishing the public Discord server got held up by other projects needing our team's attention, but we are still working on it and hope to release soon.
- Merchandise:
  - We are going to have 3 different styles of ita bags. They feature a Ghost Neko cut-out on one side with a clear plastic pocket so that you can showcase your pins or keychains on the other. The bags come in white, blue, and black.
- Staffing needs:
  - Do you have experience running a Discord server? We are looking for a Public Discord Manager for our official Discord server.
  - Our social media team is looking for a Social Media Manager as well as some skilled content creators to keep our social media exciting!

Relations

Sam Fletcher-Taylor, Director of Relations, presented slides *[lightly copy-edited]*:

- Working on digital guests for DigiKumo. Unable to announce those yet.
- Working on a digital marketplace for DigiKumo with a selection of artists and exhibitors that would have typically been at Kumoricon.
- We are looking at ways for Maid Cafe to be a part of DigiKumo, we can't release any information on that yet. But we are excited for it.
- DigiKumo staff needs are minimal, but we're working on 2021 staffing.

- ○ Specialty Event Manager—Fashion Show, Anime Bar, other special projects can't quite announce yet
  - ○ KumoriMarket Staff
  - ○ Guest Relations and Hospitality Staff

Secretary

Tracy Creel, Secretary, presented slides *[lightly copy-edited]*:

- Getting acquainted with the position.
- Working on handing off duties.
- Jeff staying on as assistant (Thank you Jeff)
- Opening for Archivist Coordinator.
- Next general meeting is September 20.

Treasurer

Jo Ayers, Treasurer, presented slides *[lightly copy-edited]*:

- Insurance has been renewed for the next year.
- Taxes were filed for 2017 and 2018 tax years. Thanks to Angel at Shields Tax & CPA in Vancouver.
- Volunteer at https://www.kumoricon.org/open-positions (scroll all the way to the bottom for the best jobs!)

Outreach

Brian Mathews, Outreach Committee Chair, reported that there was no outreach at this time.

DigiKumo

Samantha Rushford, DigiKumo Committee Chair, presented slides *[lightly copy-edited]*:

- Digikumo will use all 3 of our original dates. November 6-8 2020
- There will be an online registration for this soon, stay tuned!
- We have been testing the tools we want to use for the event and learning a lot!
- Staff will be able to sign up on the website soon, but you can reach out to Directors now if you're interested in helping out at DigiKumo.

Samantha also reported:

- DigiKumo is a free event, but with a $1-minimum surcharge for 18+ content.

Minutes for the July 12, 2020, General Meeting were approved 42 minutes into the meeting.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Good of the Order

Brian reported that there are mental health resources available, including free or reduced cost options. [https://safestrongoregon.org]

Members reported on media:

- Anime: Deca-Dence—Animation style of Attack on Titan with the post-apocalyptic feel of Gurren Lagann. Streaming available on Funimation
- Music: "Trans & Nonbinary Kids Mix" on https://www.antsonalogmusic.com

Brian reported that he's working on a way for people to submit things we can announce or talk about during Good of the Order.

Brian reported he'll be available on the staff Discord.

Adjournment

The meeting was adjourned at 1:49pm by Brian Mathews.

Submitted, and revised and approved by the members,
Tracy Creel, Secretary

Attachment: Presentation slides

See file *kumoricon-minutes-member-20200823-attachment.pdf*