

Kumoricon / Altonimbus Entertainment
General Meeting of the Membership on November 2, 2019
DoubleTree by Hilton Hotel Portland
1000 NE Multnomah St, Portland, OR 97232

Call to Order

The meeting was called to order at 1:20pm by Brian Mathews.

At the opening of the meeting, 100 members were present out of 483 total, with 51 needed to reach quorum. Quorum was met.

Minutes

The minutes from the membership meeting of October 12, 2019, were approved without objection.

Reports

Brian Mathews, Chair

- The Chair's job is making sure everyone's tasks are getting done, helping in any way we can, and putting out what fires come up.
- Doing much better than last year.

Ash "Bunny" Butler, Director of Infrastructure

- Hotel rates should be finished today. Everyone will receive information by end of today. If not, email hotel@kumoricon.org.
- If you're still looking for a roommate, email hotel@ and we might have a sharing spot.
- Tying up loose ends with Infrastructure with the venue, hotels, and decorator.
- Please join Load-In/Load-Out Staff (different department).

Jason Pollard, Director of Operations

- Seeking staff:
 - Dispatch—Sign-in and out radios to staff; track incidents.
 - Yojimbo—At-con policy enforcement and customer service.

Devin Hunter, Director of Programming

- Seeking staff:
 - Crafting
 - Programming Office

- Programming Booth
- Pro-Bending referees
- Bought 100 Gundams for the Gunpla Lounge, a new event, located at the DoubleTree. Models to build will be available for \$5-\$10.
- Doing cat ear cutting with cat fur.
- If need something purchased, remind me. We are doing lots of supply purchases now.
- Helping run Outreach at OryCon. If you want to help at the booth or gaming area, it's next weekend at the Red Lion Jantzen Beach.
- OryCon is the last chance to pre-register for Kumoricon; it's after online pre-registration closes.
- Scheduling and panels are done.
- Cosplay Contest is waitlist-only.
- Can still sign up for the Pro-Bending dodgeball tournament.

Jessica Ulibarri, Director of Membership

- Pre-registration closes tonight at 11:59pm.
- Last year when pre-registration closed, we had 4,920 pre-registrations. We currently have 5,113, and we still have some time left.
- Seeking staff:
 - Registration—Not hurting, but needs some staff; check people in, check ID, enter information, and give badges. Have a set schedule, with 4-hour shifts.
 - Specialty Membership—Desperately need assistance; we have a team of 4 or 5 people for the entire weekend. Check in specialty badge types; have set schedules; work a few hours Wednesday night, but have entirety of Sunday free.
 - Con Suite—Needs general staff; also need Coordinators, for those with management and food cooking. Feed staff; help with serving and cooking. Requires food handler card, which costs \$10 to get, and requires taking an open-book test online.
- For Attendee Registration Staff, there is a final training meeting on November 10, which can be attended either in person or via Discord.
- Should have gotten an email regarding your staff badge image. Please make sure it is uploaded, and that your emergency contact information, allergies, and pronouns are updated.
- Managers and above will have access to place orders through a food ordering system for Con Suite. There are specific requirements for those orders. You will get an email with instructions. General staff will pass requests to managers to place an order.
- *[After Publicity report]* Staff badge pick-up is available on Thursday starting at 10am, in Hall A, back of the room, behind the dividing wall. Need government-issued photo ID, and won't give you your badge without it. If you're under age 18, make sure you have your parent permission form already on file. You must have it turned in before you are ratified.
- Kumori Kigu Party ribbons are available for both staff and attendees, if you're wearing a kigu.

Samantha Rushford, Director of Publicity

- Have a lot of exciting things to show.
- Social Media and Website are really busy with announcements and material. Will publish things as soon as we can.
- Later today will open ticketed event sales for Maid Cafe, Sake Tasting, and Tea Party.
- Marketing:
 - All TriMet ads are running. Some will stay up longer if space after us is unsold.
 - We are doing an ad marketing campaign with Willamette Week. There is a social media “survey” of what type of geek you are.
 - Tag Kumoricon on ad photos that you see.
 - Last week, started having streaming ads on radio.com’s music app and radio ads on 94.7 alternative portland. It is pretty heavy today, the last day of pre-registration. Tomorrow they switch to advertising at-con reg.
 - Worked with Industry to get our ad before all Spirited Away showings across the US.
- Merchandise items:
 - Collaboration pin with STARMARIE, with our ghost neko branding. Only available starting after the STARMARIE concert through end of con. There will be a merchandise table in KumoriMarket on Thursday, from 4pm-8pm, only for staff and exhibitors.
 - Hard hat construction neko and sleeping neko, with “I survived 2018 construction”. If you bring your 2018 badge, you get \$1 off construction neko on top of the staff discount.
 - No-no neko was featured on Operations signs; we now have a no-no neko pin.
 - Dark neko pin and plush. Dark neko frequents concerts.
 - 6 more pins:
 - Umbrella Lounge logo on rainbow metal.
 - Pronoun pins on silhouette ghost neko pins are available for sale, now that we have pronouns on badges at no cost. All are on rainbow metal. “she/her”, “he/him”, “they/them”, “Ask me my pronouns”.
 - Reprinted OG neko, glow-in-the-dark.
 - VIP scarf. The regular one is black and blue.
 - New inverted umbrellas. The design is underside, with the logo outside.
 - There are some additional things that are not announced yet or ready to show yet.
- Seeking staff:
 - Merchandise Staff—A few more.
 - Info Booth Staff—A couple more.
 - Videography Staff
 - Press Office Staff—Do press interviews, print projects, and delivery to other departments.

Sam Taylor, Director of Relations

- Ticketed events go on sale later this afternoon, sometime after 4pm—Maid Cafe, Sake Tasting, and Tea Party.

- Please be sure to check out the artists and exhibitors because you'll be pleasantly surprised. Over half (out of 120) are from outside of the Pacific Northwest. Some exhibitors will also expand into the Gaming Hall, including a VR exhibitor.
- Seeking staff:
 - KumoriMarket Staff
 - Autographs Staff
 - Maid Cafe—One or two more maids and butlers.
- Just announced several guests:
 - Return of TeddyLoid
 - Studio TRIGGER—Hiromi Wakabayshi and Shigeto Koyama
 - Fashion show brands—amnesiA¶mnesiA, ATELIER PIERROT, 50%DANGEROUS, IBI DESIGN WORK, NUEZZZ.
- Fashion show model acceptances and declines will be going out this week.

Jeff Tyrrell, Secretary

- Processing last-minute staff applications. We are still accepting late applications. There is less assurance that late applications will be processed.
- Making notes for Staff Education topics for next year.

Jo Ayers, Treasurer

- I write checks. Also make deposits.
- Seeking staff:
 - Supply Coordinators
 - Load-In/Load-Out Staff—If you can drive, carry, or point.

Outreach

Brian reported:

- Had a booth for the first time at Portland Retro Gaming Expo, because Kumoricon wasn't one week behind them for the first time since we've been at the OCC. We had a booth right behind the arcade, and it was successful. We talked to a lot of people who hadn't heard of us before. We sold a lot of merch.
- Rounding up a lot of people for OryCon—both for gaming, and for the booth.

Unfinished Business

There was no unfinished business.

New Business

Jeff presented a recap of a revision of the bylaws being put to a vote of the membership, which had been previously sent to the members. *[see attachment at end of minutes]*

Main points included:

- Bylaws are a legally binding governing document that says how basic decisions are made in the organization, such as how the members vote, and how the board votes, and how elections work.
- A year ago, we told the members that we were wrapping up a revision and about to bring it to a vote, but we didn't quite finish it. After con, we spent some more time and made a lot more adjustments to it.
- The last time the document was restructured was about 10 years ago.
- The new revision doesn't change overall basics, such as how board members are elected. Instead, it makes a series of minor changes that weren't individually important enough to warrant a separate amendment for each one. Examples:
 - Ability for the board to vote outside a board meeting.
 - Puts board on the same footing as staff for policies on staff conduct.
 - Document is more readable.
 - Gender-neutral language.
- Printed copies are available here; the exact same document that was emailed.
- Bylaws amendments need to be approved both by the members (staff) by majority vote, and also by the board by two-thirds vote. The board is doing its vote tomorrow.
- If it passes the member vote today, we'll send an email to the members informing them of the result of tomorrow's board vote.

Three members spoke in support.

Devin reported:

- Under the new bylaws revision, if notice is given properly and enough in advance for the Annual Meeting of the Membership, then quorum is whoever shows up. Due to many uncontested races in recent years, less people are attending. Had to use the "nuclear option".

Brian elaborated on the same point.

Jeff explained the "nuclear option":

- This was a silly solution and we knew we needed to fix it.
- "Quorum" is the rule on how many people need to attend a meeting so that voting is allowed. The current quorum formula is based on past Kumoricon experience, but the last two elections had substantially less attendance than before.
- Have known for something like 8 years that there is a clause in Oregon law that says that the board alone can amend the bylaws to reduce quorum. We always knew that if we did not make quorum at an election meeting, we could invoke this clause as an alternative to sending everyone home. We did this at the last two meetings by calling a board meeting in front of everyone and amending the bylaws to reduce quorum. This was stupid but the least bad option.
- We nicknamed this clause in Oregon law the "nuclear option". Our new bylaws set quorum much lower so that we will never have to use this "nuclear option" again.
- Also, the Oregon law says that you can do this unless your bylaws say you can't. So the new bylaws says that we can't, because we want quorum in the bylaws to mean what it says it means and not be subject to a board maneuver that can change it.

Jeff and Devin explained the hand vote process. Brian put the bylaws to a vote. The members approved the bylaws revision unanimously.

Good of the Order

Brian reported that Fox, Vice Chair in charge of Human Relationships / Staff and Attendee Services, reported that they are seeking staff. Duties may include receiving and relaying feedback, serving as mediation between different parties, assisting with disputes, and even things like making sure staff are taken care of.

Jason reported a reminder that Operations handles radio sign-outs, and that managers and above can submit a request. The office will open at 12:00 noon on Thursday. Jessica and Sammi added that Membership and Publicity staff don't need to make a request as it's been taken care of already.

Jason reminded people to read the staff manual, and reported that Operations will have more in-depth training.

Jason reported that they have hired an Accessibility Manager, who is available in the office and during con. Accessibility assistance is also available at Registration. Jason noted that the convention center is more accessible as a result of the new construction. Email accessibility@kumoricon.org.

Ange, Escape Room Coordinator, reported that the escape room needs testers on Day 0, starting from around 12:00 noon. A testing session takes about 30 minutes.

Dave, Dispatch Manager, reported that people can use their own Bluetooth devices with the radios. Dave added that he is proud of how the event has grown since 2012 to be a world-class event.

Emery, Accessibility Manager, reported that if you're doing staff training, or supervise people who will be working with the public or staff, and need training around accessibility, email accessibility@.

Agnes, Staff Education Manager, reported that a staff survey will be available after con, and encouraged staff to complete it.

Sammi reported that there will be a Merchandise Staff meet-up after the general meeting.

A meeting participant reported that OryCon is next weekend, and encouraged people to volunteer for it.

Meeting participants reported the following upcoming movies:

- Uta no Prince-sama: Maji Love Kingdom—November 6
- KonoSuba—November 12, 14
- Princess Mononoke—November 17, 18, and 20
- Char's Counterattack—December 5
- Promare—December 8
- The Tale of Princess Kaguya—December 16, 18
- Weathering With You—January 15, 16

Devin reported that we're working on a process for people if they run across content that is inappropriate for the convention. The starting point is to report it at the Operations Office, because sometimes it may be a violation of con policy. This will lead to a written report, with interviews of witnesses, as we want to make sure we have due process. An example of inappropriate content is age 18+ content at 10am. Another example is being drunk when you run a panel. These are situations where it might not be severe enough to get the content-runner booted from the con, but it might count against them as being a panelist for the future.

Jason reported that the staff info card has a Google Voice number as an alternative to coming to the Operations Office in person. It accepts text messages. Be as detailed as possible. Bunny added that Infrastructure staff all have radios and are in direct contact with the venue the whole time. Shaun reported that there is also a KumoriMarket Google Voice hotline to report KumoriMarket issues. Sammi added that the Operations number will also be in the program book, pocket guide, and Guidebook.

Sammi reported that at-con printing is available in the Press Office, and the office can also brand things that need to be printed or produced. Sammi reported that staff should route all printing and design requests to the Publicity request form, rather than use printers elsewhere.

Sam reported that staff autographs will be held at the tail end of VIP autograph sessions, and start a half hour in. Sam advised people to arrive at least 30 minutes prior to the end of the VIP signing. Staff can also sign up through the attendee drawing system, via kiosk, all on Thursday. Will get text and/or email notification of drawing result.

Jessica reported that we finally instituted a military discount, which applies to active military or family, and is a \$10 discount off of the full weekend price. The discount makes it the same price as the final pre-registration tier. The discount is available for at-the-door registrations only.

Jessica reported that pre-printed staff badges will use a new paper that is tear-proof and very difficult to bend. This might not be used for at-con staff badge printing.

Brian reported that we'll be using the new staff Discord for at-con communication. Brian reminded staff to be professional, and use professional language when working, and to not do things like badmouth attendees.

Heather, Assistant Director of Relations, reminded staff to eat enough food, drink enough water, sleep enough, and to breathe; and to also maybe take a shower and use deodorant.

Adjournment

The meeting was adjourned at 2:28pm by Brian Mathews.

Respectfully submitted,
Jeff Tyrill, Secretary

Attachment: Bylaws revision

See file *kumoricon-minutes-member-20191102-attachment.pdf*