

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

## **Call to Order**

The meeting was called to order at 1:14pm by Brian Mathews.

At the opening of the meeting, 24 members were present out of 660 total, with 52 needed to reach quorum. Quorum was not met.

## **Minutes**

Minutes approval was skipped due to not having quorum.

## **Reports**

### **Brian Mathews, Chair**

- Touching base with directorates.
- The executives had a budget-setting meeting.

### **Ash “Bunny” Butler, Director of Infrastructure**

- Making sure hotel booking is ready to go.
- Meeting with the hotel and venue and sending out requests for proposals for decorators and other vendors.
- Re-hiring staff soon. Email [infrastructure@kumoricon.org](mailto:infrastructure@kumoricon.org) if you're interested in joining Infrastructure staff.

### **Jessica Ulibarri, Director of Membership**

- Registration opened on January 1. Also, there is a price tier change after February 3.
- Estimate is that we have about 850 registrations, but we still need to manually enter some registration forms to get an exact number.
  - Over 600 people pre-registered on the last day of the convention, which is 6 times what we normally get (around 100 people).
  - Have sold 13 out of 90 VIPs.
- Started purchasing VIP merch:
  - Ghost neko mascot cup
  - 34 oz steel insulated water bottle
  - Really cool flashy rave bracelets
- Hiring staff for Membership. Many sub-departments are hiring:

- Regular attendee registration: Coordinators, Lead Coordinators, Coordinators in Training, for if you're interested in moving up the line, but not quite fully ready. There are also general positions.
- Specialty Registration: VIPs, industry, guests, exhibitors, artists
- Staff Registration Check-In team
- Cosplay Repair: Sewing, crafting experience
- Con Suite: Feeds staff during the weekend, and always in need of help. People ducked out of shifts last year.
- Registration Software Development: Both attendee and staff check-in

## **Jason Pollard, Director of Operations**

Not present. Yaz Wigfall, Assistant Director of Operations, reported:

- Hiring staff.
- We are kind of like the security of con, but friendlier. We are there to help you, and point you in the right direction. Send email to [operations@kumoricon.org](mailto:operations@kumoricon.org).

## **Devin Hunter, Director of Programming**

- Am a baby director, with big shoes to fill. Need help from veteran staff and new staff.
- Programming is all about content and running events.
- Working on hiring staff and getting managers in place. Need to sign up some coordinators today.
- A change this year: Creating "Convention Information Center". The Programming Office Coordinator and Info Booth Coordinator now form a team, and help in the Programming Office. Things that used to be done by the Director and their Assistants will now have dedicated staff. The Director can be in the field putting out fires.
- Programming staff are most successful when the Director is bored and looking for work to do. We have yet to get there, but will one day.
- Working on stuff for Outreach events. We will be helping with Asian Celebration. Please respond to the email if interested. We're also doing GameStorm.

## **Samantha Rushford, Director of Publicity**

Not present. Samantha sent a written report to Brian:

- We have been doing a lot of behind-the-scenes work.
- Photobooth photos will be going up soon. Sorry for the delay.
- Looking for a Marketing Manager who will help find advertising opportunities, help with branding, and who has experience writing press releases. Email [publicity@kumoricon.org](mailto:publicity@kumoricon.org).

## **Sam Taylor, Director of Relations**

- Relations is responsible for guests, industry, cultural guests, exhibitors, artists, charity, Maid Cafe, and the Anime Bar.
- Hope to have the total soon for the amount raised for charity.

- Have been training our brand new Industry Manager and Guest Manager. I finally found an amazing replacement for myself.
- Exhibits Hall applications are opening soon. Artist Alley and Small Press applications are expected to open before Sakura-Con.
- Charity is not quite set up to take donations yet.
- The Maid Cafe is already recruiting and hiring new maids and butlers.
- Looking for a Specialty Events Manager, who will oversee the Anime Bar, Fashion Show, model applications, the Tea Party, and other specialty events.

## **Jeff Tyrrell, Secretary**

- Staff registration is open. Gradually improving the staff application process.
- Open positions in the Secretary department:
  - Staff Education Manager: Create additional staff quizzes about particular topics, oversee revisions to the staff manual, create explanatory material based on policies, make a record of con knowledge that isn't written down.
  - Archivist Coordinator
  - Staff Registration sub-department: Assist with staff applying for positions to help them or the departments they've applied to complete their applications.
- Expanded the Assistant Secretary position from 1 to 2.

## **Jo Ayers, Treasurer**

- Yes, we made money last year. However, the amount we made is roughly the gross pay before taxes of a full time employee making the federal minimum wage. So be frugal.
- There are open staff positions in Treasury:
  - There are not enough people in this room to fill all the departments. Tell your friends.
  - Treasury is a support department. We make other people's jobs easier.
  - Or, if you like moving things to where they ought to be (or pointing to where they ought to be), we have a Load-In/Load-Out team. Most of the work is before and after con.
  - Or if you like perfect record-keeping, ask for a reference from another director for Treasury Staff.
  - If you like interrupt driven work, where you're waiting for somebody to ask for something, consider asking for the Supply Coordinator job. Go to the open positions page for details.
  - Looking for a trusted lieutenant. Requires accounting experience, and a recommendation from another director.

## **Outreach**

Brian reported:

- We have a bunch of upcoming events:
  - We'll have a booth at Chibi Chibi Con in Olympia next weekend.
  - We'll be at Asian Celebration in Eugene the weekend after that.
  - We'll be at MiyakoCon in Salem the weekend after that.

- Then we'll have a month of rest before GameStorm.
- We're always looking for more helpers for Outreach booths. We use an online form in the staff area to help recruit people to events. We have booths, fun, and spread the word of Kumoricon.

## **Unfinished Business**

There was no unfinished business (and no quorum).

## **New Business**

There was no new business (and no quorum).

## **Good of the Order**

Meeting participants mentioned local events:

- Coraline playing at the Hollywood Theatre on February 11, 7:00pm
- "BanG Dream! 6th LIVE: Day 2, Poppin'Party: Let's Go!" at the Kiggins Theatre on February 16, 12:00 noon
- Portland Winter Light Festival is February 7-9
  - There is a Tesla coil demonstration here also.
- All ages drag show with Poison Waters at Morrow PDX on February 10

In response to a question, Sam clarified that Partner Tables are under the Relations department.

## **Adjournment**

The meeting was adjourned at 1:40 pm by Brian Mathews.

Respectfully submitted,  
Jeff Tyrill, Secretary