

Kumoricon / Altonimbus Entertainment

Annual Meeting of the Membership on December 4, 2021, 11:00am

Online

Call to Order

The meeting was called to order at 11:09am by Brian Mathews.

It was stated that because notice for the annual meeting of the membership was delivered at least 30 days in advance (and the date, time, and location remained the same as in the original notice), those members present constituted quorum. Therefore, quorum was met. In total during the meeting, 86 members signed in as present (including members represented by proxy) out of 442 total.

Minutes

Minutes approval was skipped.

Reports

Chair

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

- Took on Charity! It was a slow start as we got a hang of what they do.
- We raised \$7,269.96 for charity!
- Live Auction, which is typically a big earner, didn't happen this year. Hopefully next year!
- You can't pie me next year. Neener neener!
- Didn't accomplish most of my goals from last year.
- I had planned to build out accessibility, training, HR, and most didn't happen.
 - Accessibility didn't grow, neither did HR; I did hand off training and we're seeing it being built out.
 - This mainly happened because of the pandemic, and...
- The last couple of years have been exhausting; we've constantly had to change plans on the drop of a dime and play it by ear.
- In addition, lots of life changes have happened (I'm working a more demanding job that requires more leadership at-work).
- I've been very honest with the board this year about how I've been stretching my mental health to the limit.
- I didn't run this year because I'm tired, and I need to take a break for my own benefit. If I'm not taking care of myself, I can't take care of anyone else.
- I'm not going anywhere; you'll still see me around a lot. :) Just need to not be Chair for a while.
- Thank you!
- (Brian's gonna get a little gushy)

Infrastructure

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

- 2021 was a year a rollercoaster! So much learning and growing. How do you sum up a year like this?
 - Thank you all for everything you do that makes this organization amazing no matter what we set out to do!

- This year was just truly one of learning as well. Learning how to best aid in keeping people safe, learning how to manage with the skeleton crew all the departments were running off of while providing as smooth as possible of an experience for everyone, how to go help other departments more.
- My department grew to envelop IT and KumoriMarket, which are amazing teams that I can't wait to grow with. The pandemic threw us a lot of curve balls. But I think that we rolled with every punch.
- What we did/didn't do?
 - I didn't get to make all the trainings that I had hoped to for sub-departments' teams that ended up not getting staffed at all this year nor did I get to test out how those teams would run.
 - I want to do way more meetings with my various teams so that all of their needs are fully being met as individual staffers and so that the work gets done smoother for everyone.
 - I learned a lot about IT and KumoriMarket that I never knew when they were different departments, but I feel like there's still so much to learn and do as we grow together into a cohesive department.
 - The pandemic... really kept us on our toes not knowing what anything the future would hold would look like until so late in the year and it kept all of us in a holding pattern, as the world kept changing. (It's hard to build a castle on quicksand.)
 - We learned a lot about what Infrastructure's contacts could do for us in the future to help with issues that came up from changes in the world.
- What we did/didn't do? Pt 2
 - I got some research done but did not reach out to make new contact relationships, due to pandemics and furloughs.
 - Most of my contacts at various businesses have changed and I'm building up relations with them.
 - I am making new deadline and check-in date information for workflow as we learned across departments that there were more needs to communicate than previously had been.
 - We learned a lot about which departments need to communicate more during which times of the year, directly or indirectly, with us and our contacts. I've made a lot of plans to build on that new knowledge.
- It was a long, weird year that changed all the time.
- Thank you for 2021, let's make 2022 amazing.

Membership

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

- But first...
 - Thank you so much to all the people who joined our department and to all the people who stopped by to help in some way over the course of the weekend.
 - This event would have literally not happened if you hadn't been there to help.
- Now for the all-important 2021 convention metrics:
 - Total body count*: 8,710
 - *Everybody registered for a badge who checked in
 - Attendee registration:
 - 2021 pre-registration closed with 5,381 registered full weekend memberships and 68 paid VIP memberships.
 - At the end of the convention we had...
 - 74 registered VIP memberships
 - 6,042 registered full weekend memberships
 - 342 registered Friday memberships
 - 1,542 registered Saturday memberships
 - 663 registered Sunday memberships

- Of the 8,663 registered members only 7,741 checked in. Of those:
 - 6,035 were 18 and over.
 - 1,246 were between the ages of 13–17.
 - 460 were 12 and under with 49 being under the age of 5.
 - Staff registration:
 - We had 391 of the 443 registered staff check in to the convention.
 - Chair: 12 checked in
 - Infrastructure: 33 checked in
 - Membership: 66 checked in
 - Operations: 29 checked in
 - Programing: 140 checked in
 - Publicity: 55 checked in
 - Relations: 40 checked in
 - Secretary: 2 checked in
 - Treasury: 14 checked in
 - Specialty registration (anyone **not** an attendee or staff):
 - We had 598 registered specialty memberships.
 - 148 were people who attended our event as either a guest of the convention, an industry partner, a major contributor to panel content, or a press outlet covering our event.
 - 450 of the specialty memberships were the people who purchased space in the KumoriMarket.
 - Now for the department review:
 - Things that went well...
 - The new in-line registration for at-con registration got launched.
 - During peak times the reg teams checked in between 350 and 400 people per hour.
 - There was a Con Suite. Staff were fed.
 - Cosplay Repair helped at least 1,300 people during the whole weekend.
 - The registration software ran the smoothest it has ever run.
 - Most of our specialty members and staff were checked in by noon on Friday.
 - Quietly launched our updated volunteer program and actually had people volunteer.
 - Things that didn't go so well...
 - Having a high counter at the accessibility check-in is not the most helpful thing.
 - About 1/2 of our printers were out of commission due to being in storage for 2 years.
 - Having Con Suite more than a few blocks away was not good for a delivery schedule.
 - Con Suite Staff worked almost non-stop to be able to pack and deliver food 3 times a day.
 - There was so much food wasted during con this year.
 - People were still using the restrooms to change even with the changing rooms.
 - The staff pin didn't show up in time for con.
 - There was not enough signage for any of the things.
 - Things to work on next year...
 - Hire more staff—we need way more people to make things work.
 - Adjust Hall A layout so it flows better.
 - Reprint the missing signage so people can figure out where they need to go.
 - Upgrade the obsolete and incredibly out-of-date printers.
 - Find more ways to make the registration process faster.
 - Figure out all the things for Con Suite.
 - Promote Cosplay Repair more before con and during the event.
 - Signage, signage, and more signage.
 - Expand and refine the volunteer system.
 - Things already in the works:
 - Registration for General and VIP memberships for 2022 is live!
 - We now have 3 different levels for VIP memberships!

- Staff registration will open once the 2022 org chart is finalized early next year.

Operations

Yaz W, Director of Operations, presented slides *[lightly copy-edited]*:

- What we plan to bring to 2022:
 - DEI trainings and awareness with Chair and HR.
 - All-staff training guides with Secretary.
 - Operations all year-round.
 - More accessible incident report page with web dev team.
 - Create a place to submit feedback for any department with Publicity.
 - Rework Operations roles.
 - Hybrid Dispatch and Discord.
 - Battle plan with Infrastructure.
- Keep us accountable:
 - If you have feedback let us know!
 - We're here for you too! Attendees and staff alike if you feel uncomfortable please let us know pre/at/post con our emails are active all year round!
 - Diversity, equity, and inclusion is what I value and is key to feeling safe at con. Let me know how we're doing!
- Special thanks
 - To the staff that signed up, went to the trainings, were ready to jump into action, who held it together through all of our struggles. Thank you.
 - To staff who held more than one role, split their time between one department and another and still volunteered to help out with health checks and nights, be our front line no questions asked. Thank you.
 - To all the directors and assistants who helped us build forms, systems, tools that we needed to help get through the year. Thank you.
 - To all the attendees that came out to support us in our most challenging year and to all the people who volunteered their time to help out! Thank you.

Programming

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

- We made it to the end of con!
 - 158 panels/events
 - 87 contest winners
 - 7 video game tournaments
 - 13 hours of Chibi Room!
 - 24 Escape Room sessions!
 - Gunpla Lounge!
 - Manga Library!
 - Tabletop Gaming!
 - RPG and LARP!
 - Video Gaming!
- What I heard from others:
 - The raves were epic!
 - KumoriBall was packed and loved being in main.
 - The extra space between the chairs was appreciated.
 - Cosplay Contest "knocked it out of the park" this year.
 - All of the tech got to where it needed to be on time.

- There were zero “no-shows” for fan panels and attendees loved the content!
- There were a lot of “first time con-goers” and they can’t wait to come back!
- Thank you for being Programming staff!
- What’s next?
 - This is my last report as the Director of Programming. It’s been a wild three years and I have grown as a leader. I don’t know what the future holds for me but it was an honor to lead this amazing family.
 - I wish my successor the best of luck. I’m going to take a well deserved nap...

Publicity

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

- In review:
 - Roughest year yet, lots of shipping delays, merchant changes, and cancellations of merchandise due to the pandemic.
 - Low staff made burnout hard to avoid, did some rotations to help mitigate this and keep staff.
 - Those that could come were **epic and superheroes!**
 - The website team built tools that will help lay the foundation for future goals for our attendees.
 - Social Media and Marketing really pushed hard this year and kept the passion strong.
 - So many ideas for the future, and we can’t wait!
- The deets:
 - The first time ever that we sold out of shirts at con.
 - Smoothest running of our office ever.
 - Online store still going strong (will be back open in the next week or so).
 - Heart of Gold pins that didn’t get picked up will be shipped.
- Looking forward:
 - Come join the fun for our 20th year!
 - Multimedia
 - Marketing
 - Press Office
 - Social Media
 - Graphic Design
 - Forum Moderation
 - Web Development
 - Info Booth
 - Publicity Office

Relations

Heather Holland, Director of Relations, presented slides [*lightly copy-edited*]:

- 17 guests:
 - Alisa Freedman
 - Robbie Daymond
 - Morgan Berry
 - Meirlin
 - James Landino
 - VGR
 - TeddyLoid
 - Laura Stahl
 - Erica Mendez
 - Abby Trott

- Momma Sammu
- Caleb Hyles
- Kira Buckland
- Ciarán Strange
- Billy Kametz
- Faye Mata
- ACME
- 1 convert and 2 raves
 - ACME
 - Caleb Hyles
 - Ciarán Strange
 - TeddyLoid
 - Meirlin
 - James Landino
 - VGR
- 4 partner tables
 - KuroNekoCon
 - Portland Fashion Week
 - Northwest IdolFest
 - Pacific Northwest Guild of Cosplayers
- Autographs
 - Hybrid model v1
 - Was it perfect?
 - No obviously not
 - Did we get it to work?
 - Aaaaaaw yeah
- Sponsors!
 - Arda Wigs
 - ArtRage
 - FAKE STAR
 - Homelight
 - OHSU
 - Shattered-Earth
 - XP-PEN
 - Thank you for the support!
- Back to the shadows for me

Secretary

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

- What we did:
 - So much policy change/update/creation—significant areas include executive access procedure, staff adjudication details, and financial process.
 - Harassment training happened. It'll be back; bigger, better, bolder.
 - All the meeting minutes.
 - Discord stage meetings are awesome.
 - I'd like to thank Jeff for his tireless work to make Secretary what it is today and always working towards what it can be tomorrow.
- Moving forward:
 - Staff trainings. Expanding our trainings and working with all departments for cross-training. Be prepared for more quizzes in your future.
 - Deep diving into diversity, equity, and inclusion.

- Working with/on accessibility.
- Hunting for a second assistant and archivist.

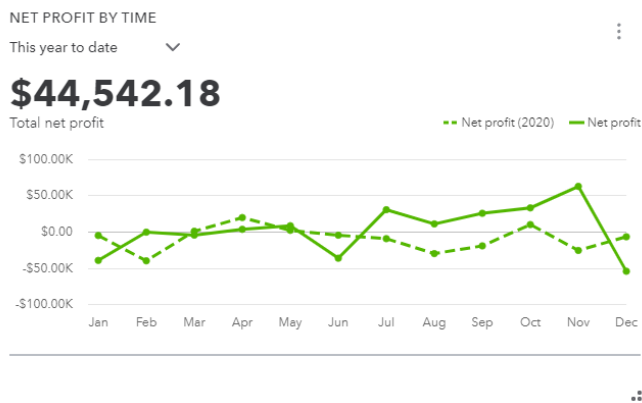
Treasurer

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

- Things Treasury did this year:
 - Reports
 - Predictions
 - Scare tactics
- Things Quartermaster did this year:
 - More than anyone should reasonably expect given the limits on their resources.
- Another thing we did this year:
 - Through dangers untold and hardships unnumbered, we fought our way here to the castle beyond the Covid City, to finally earn 501(c)(3) tax-exempt status.
- Net profit 2020 vs. 2019:



- Net profit 2021 vs. 2020:



- Did we make money?
 - Heck yeah, we did!
 - **And**, it's tax-exempt!
 - Somewhere in the neighborhood of \$44k.
 - **But**, that number has not really been nailed down, **because**
 - **Apparently some people are too nice for my own good.**

Jo also reported:

- I say scare tactics, but really it's in jest. This board did an **amazing** job of finding ways to minimize costs across every department. But given the realities of having not held a physical Kumoricon in 2020, and the valid concerns that rose and fell through the course of year in response to the progress of the

pandemic, determining what we would be able to afford when involved a lot of guesswork. So the board made its most conservative estimates for income, planned budgets according to that and then updated the budgets several times through the year as we learned more and more. The role of Treasury was to provide the most accurate and timely information available to the rest of the board so that informed decisions could be made.

- There was a lot of process improvement that made getting that accurate and timely information to exist, and we'll build on that next year.
- The first time this year that I really got a chance to hang with the LILO crew (that's the Load-In/Load-Out folks and everyone reporting to Quartermaster) wasn't until Monday, and I just want to highlight how these folks keep on truckin' while the high of at-con energy is starting to fizzle. They keep each other's spirits up and get the work done with laughter instead of growls. Somehow they take enough gear to fill a convention center and cram it into a room the size of my basement and still leave room to walk.
- Not quite as catchy as "to take back the child which you have stolen", but holy cow have we been waiting a long time for this! We got the letter of determination in late November, but the IRS made our tax exempt status effective on the seventh of May. The heavy lifting to get this was actually done by the accountants, but a thing that is super necessary for keeping our newly-won tax exempt status is **keeping clear records** of where money comes from and where it goes. Good luck, Noble Successor!
- Net profit 2020 vs. 2019: Some of you might remember this image from last year. Net profit is what happens when you subtract expenses from the income. Our net profit as of the annual meeting **last** year was a loss of over a hundred thousand dollars. But this year...
- Things went a lot better!
- Net profit 2021 vs. 2020: That steep drop in December is because we're paying now for all the things that we couldn't pay before con, either because the final amount wasn't set yet (like the final venue bill), or because various directors found ways for expenses to be postponed, either by working deals with supply vendors or by actually fronting some expenses themselves and now we're reimbursing them.
- But, that number has not really been nailed down, because apparently some people are too nice for my own good:
 - By which I mean, if you happen to be a person eligible for a reimbursement or room coupon of some sort, and you silently decide to "do the con a favor" by not cashing the check, *Treasury needs to know*.
 - *why?* The first, most immediate answer is that when checks are not cashed, the account balances in Quickbooks, our accounting system, do not match the account balances at the bank. This is annoying and frustrating, and it adds up year over year.
 - *what happens if don't let us know.* If you don't communicate with us, we don't actually get to keep the money! After a while, we have to give the money to the State of Oregon as "Unclaimed Funds", which then the state keeps (unless you go claim it from them, which, who even does that) and Oregon just gets to keep earning interest on it instead of us being able to use it. On the other hand, if you do let us know, you can request a donation receipt.
 - *what if you meant to cash it but the check got lost?* Let us know. We can put a stop-payment on the old check and issue a new check. Trust me, we'd much rather do this than go the unclaimed funds route.
 - We'll be reaching out to folks whose checks haven't cleared yet, so keep an eye on your email if that might be you.

Unfinished Business

There was no unfinished business.

New Business

No new business except annual membership elections.

Elections

Tori Coulombe-Carr began the elections segment as elections moderator.

Tori read introductory material and reviewed basic procedure, including the order of races, and how to elect by acclamation. Slides presented:

- Order of races:
 - (As set during the meeting by vote of the membership.)
 - President / Chair
 - Director of Infrastructure
 - Director of Membership
 - Director of Operations
 - Director of Programming
 - Director of Publicity
 - Director of Relations
- Procedure for each election:
 - Candidate speeches
 - Open questions and comments
 - Anonymous question-and-comment presentation and candidate responses
 - Brief re-open of questions and comments if needed
 - Vote by acclamation or by secret ballot with ElectionBuddy
 - Tabulation of results
 - Report of result
- How to elect by acclamation
 - Acclamation is a public vote to elect a specific candidate by unanimous consent. If even one member objects, the motion fails.
 - If all acclamation motions fail (or none are made), then voting will occur by secret ballot.
 - After all comment segments for a specific race are complete, a member may move to elect *<named person X>* for *<elected office Y>* by acclamation. There will then be an opportunity for any member to object. If no member objects, the motion carries and the election for that race is complete. If the motion fails, then members may move to elect a different person by acclamation.
 - An acclamation motion must specify a specific person and office.
 - Multiple persons or multiple offices may not be combined in a single motion.
 - An acclamation vote is not in order until after the speeches, Q&A, and comments, and is only in order for the office of that specific race.
- Pre-election Q&A
 - Members of the public can read the pre-election candidate Q&A on our public Discord server.
 - Staff without a Discord account can read a PDF export of the Q&A (taken at 9:30am) at <https://www.kumoricon.org/staff-login>

Chair / President

The race for Chair / President was uncontested, with Charmaine Martinez as the candidate. The candidate speech and questions-and-comments segments were held.

A member moved to elect Charmaine Martinez for Chair by acclamation. The motion failed.

The members voted by secret ballot, as follows:

Total votes cast: 76 (Required for majority: 39)

- Charmaine Martinez: 75
- "No confidence": 1

Charmaine Martinez, having achieved majority, was elected as **Chair**.

Brian explained that Tori had a hard stop and that Heather Holland would be taking over as elections moderator. There was no objection.

Director of Infrastructure

The race for Director of Infrastructure was uncontested, with Bunny B as the candidate. The candidate speech and questions-and-comments segments were held.

A member moved to elect Bunny B as Director of Infrastructure by acclamation. The motion carried, no member having objected.

Bunny B was elected **Director of Infrastructure** by acclamation.

Director of Membership

The race for Director of Membership was uncontested, with Charly Youravish as the candidate. The candidate speech and questions-and-comments segments were held.

A member moved to elect Charly Youravish for Director of Membership by acclamation. The motion failed.

The members voted by secret ballot, as follows:

Total votes cast: 63 (Required for majority: 32)

- Charly Youravish: 53
- "No confidence": 10

Charly Youravish, having achieved majority, was elected as **Director of Membership**.

Director of Operations

The race for Director of Operations was uncontested, with Yaz W as the candidate. The candidate speech and questions-and-comments segments were held.

A member moved to elect Yaz W for Director of Operations by acclamation. The motion failed.

The members voted by secret ballot, as follows:

Total votes cast: 69 (Required for majority: 35)

- Yaz W: 47
- "No confidence": 22

During the balloting, it was noted that the ElectionBuddy ballot, although set with the overall title of Director of Operations, had a label on the ballot of Chair. It was reported that this occurred because ElectionBuddy uses a pre-filled default for that field, and the tellers mistakenly overlooked this when setting up the ballot. The tellers made the decision to interrupt and nullify the race, reporting that they had not seen the partial results, and send a new ballot with a corrected title. The results recorded in these minutes reflect only voting under the new ballot.

Yaz W, having achieved majority, was elected as **Director of Operations**.

The meeting recessed at about 4:48pm, with a planned resumption at 5:05pm.

The meeting resumed at about 5:05pm.

Director of Programming

The race for Director of Programming was uncontested, with Steven Garcia as the candidate. The candidate speech and questions-and-comments segments were held.

A member moved to elect Steven Garcia for Director of Programming by acclamation. The motion failed.

The members voted by secret ballot, as follows:

Total votes cast: 60 (Required for majority: 31)

- Steven Garcia: 54
- Write-in for Bennett Do: 3
- "No confidence": 3

Steven Garcia, having achieved majority, was elected as **Director of Programming**.

Director of Publicity

The race for Director of Publicity was uncontested, with Panda Rushford as the candidate. The candidate speech and questions-and-comments segments were held.

A member moved to elect Panda Rushford as Director of Publicity by acclamation. The motion carried, no member having objected.

Panda Rushford was elected **Director of Publicity** by acclamation.

Director of Relations

The race for Director of Relations was uncontested, with Amber Feldman as the candidate. The candidate speech and questions-and-comments segments were held.

A member moved to elect Amber Feldman for Director of Relations by acclamation. The motion failed.

The members voted by secret ballot, as follows:

Total votes cast: 55 (Required for majority: 28)

- Amber Feldman: 48
- "No confidence": 7

Amber Feldman, having achieved majority, was elected as **Director of Relations**.

Good of the Order

Brian explained how the Secretary and Treasurer are elected by the board in a follow-up private board meeting. Brian stated that a staff email will be sent soon explaining how to apply.

Adjournment

The meeting was adjourned at 7:09pm by Brian Mathews.

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

Attachment: Presentation slides

See file *kumoricon-minutes-member-20211204-attachment.pdf*