

# Kumoricon / Altonimbus Entertainment

## Regular Meeting of the Membership on May 20, 2023, 1:00pm

### Online

#### Call to order

The meeting was called to order at 1:11pm by Robert Trotter.

At the initial quorum count, the meeting continued once 20 members signed in as present, thus meeting quorum. In total during the meeting, 32 members signed in as present out of 612 total, with 20 needed to reach quorum.

#### Minutes

The minutes from the membership meeting of March 18, 2023 were approved without objection.

#### Reports

##### Chair

Robert Trotter, Chair, presented slides *[lightly copy-edited]*:

- Hired our EDI Manager
- Working on new things behind the scenes for the future
- Rob also reported:
  - Skye Selky has been promoted to Vice Chair (Oversight) as Ben Riker needed to step down for personal reasons.
  - Moving warehouses is going well

##### Infrastructure

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

- KumoriMarket!
  - We opened and closed applications this month
  - There were over 800 applications!
  - We are jurying the applications currently!
  - There will be updates once we have processed all applications and know who made it, who is waitlisted, etc.
- In other news from Infrastructure...
  - Bunny went on vacation
  - If you were waiting for something from her, it's a great time to check in.
  - Rehiring folks
  - If you applied but haven't been hired yet, feel free to email [infrastructure@kumoricon.org](mailto:infrastructure@kumoricon.org)
  - Getting caught up, helping other departments with projects, finishing up contracts for the future, and meetings for the rest of the month

Bunny also reported:

- KumoriMarket:
  - 820 artist alley applications
  - 64 small press applications

- Jury slated to finish mid-June, but will likely be into July due to high volume
- Exhibitor Area ~65% full from 2022 pre-registration, currently have 50 applications to process, will likely be a lengthy waitlist
- Everyone is encouraged to report any AI art violators to us at-con - we're hoping to catch all of them, but we need eyes!
- Bunny went on vacation for a couple weeks for the first time and is back working now. If you worked with Leon or Julie on it while Bunny was away don't worry, you're still being taken care of. But if you were waiting for something from her, it's a great time to check in. We are rehiring folks still and processing staff for all our teams. If you applied for a staff position already but haven't been hired yet, feel free to email [infrastructure@kumoricon.org](mailto:infrastructure@kumoricon.org) so we can talk about the role you applied for. Right now is mostly getting caught up, helping other departments with projects, finishing up contracts for the future, and lots of meetings for the rest of the month to make sure everything is squared away for the best experience possible for everyone
- Bunny has several hundred emails she is going through, but is trying to be as speedy as possible so you will get replies soon. Just poke on Discord if there is something with a deadline that she might not be seeing at the time that needs immediate attention.

## Membership

Robert Trotter, Chair, on behalf of Zarek Lee, Director of Membership, presented slides [*lightly copy-edited*]:

- 2023 Current Registration Numbers
  - Attendee pre-registrations: 1,580
  - VIP: 9
  - Pre-Registration Price:
  - \$60 through July 15
- What has Membership been up to:
  - Setting up meetings
  - Working on the VIP goodies
- Our Departments:
  - Accessibility
    - The Accessibility Department works to provide a welcoming experience to all who attend our convention by supporting and accommodating the needs of every individual, whether disabilities can be seen or not.
  - Cosplay Repair
    - Here you are the hero to any cosplayer who needs cosplay support. If you craft or know your way around a glue gun we need you.
    - Looking for Cosplay Repair Coordinators
  - Kumori Staff Station
    - You get to support by making sure the staff gets food through the con. Staff station is a great way to make new friends and you get to see all the staffers at con and all their fabulous cosplays.
  - Registration Hall
    - If you have experience as a cashier or just customer service in general please apply.
  - Reg Software Development
    - We are looking for people with experience in AWS and who have a willingness to help with crazy printers.
- Staff spotlight:
  - Accessibility Manager

## Operations

Tami Hatfield, Assistant Director of Operations, presented slides *[lightly copy-edited]*:

- Going GREEN, new department color
- Staff recruitment: Please join us!!!
  - First-time Operations staff begin as a Ronin
- Security contract: Pending
- Starting talks with OCC about line management options
- Operations team-building activities [have been taking place]
- Discussing updates to harassment policy
- Updating and improving incident reporting system
- Touching base with more departments [most recently with Publicity]

## Programming

Steven Garcia, Director of Programming, presented slides *[lightly copy-edited]*:

- Working on getting all of the contests up on the website, so stay tuned for announcements. Some of these will be opening soon™
- We are in progress for planning new and exciting events to bring this year
- Currently in search of:
  - Fan Art Coordinator
  - Video Gaming Staff
  - Late Night Support Staff

## Publicity

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

- This first part isn't true
- Budgets are important
- We do have a website!
  - Because the website is done, we can start adding content to it, which means you are going to hear about more content soon, things like applications for stuff, submissions to stuff and announcements of stuff. I don't actually get to talk about any of that though, and until we can get it on the website, it's all secrets. More like surprises actually. Relations and Programming have all kinds of cool surprises, but you'll have to wait just a little longer for'em. Sorry! We are working really hard, but I hear the Publicity Director is pretending to be a Website Manager and... word on the street is she isn't really good at it so they are having to really work doubly hard to give you all the amazing stuff. But... we'll get there.
- I have nothing to say to anyone
- SEO, channels and other terms
- Keep on doing what you are doing
  - Our Design team is designing, our info booth is gathering info, Marketing is watching the market, merchandise is merchandising, multimedia is multifaceted and multiplying, newsletter, social media, press and publications are probably prospering and the web team is slinging web...site. So all and all, things are going good in the world of Publicity.
- [Publicity is looking to fill the following positions:]
  - Website Manager
    - Last time, I spent a lot of time on one specific position and... while we still need someone to be our website manager, there are other areas you can help Publicity!
  - Assistant Director

- Want to lead the future of the convention from a communication perspective? Do you love ALL the areas of publicity and could never pick just one? Consider applying to be an Assistant Director!
  - Graphic Designers
    - Do you have an artistic passion, and a desire to learn how to meet deadlines, achieve client needs effectively while being a problem solver and team player, we need graphic designers just like you!
  - Coders (PHP)
    - Are you someone who codes? Maybe you have a family member who is proficient in PHP, JQuery or other code languages. We need people who can support our growing website team with code knowledge. If you have a parent, spouse or friend who you've always wanted to join you in staffing but maybe isn't interested in the front facing roles, the website takes skill and passion and needs incredible individuals to keep it from blowing up in our faces.
  - Marketing Team
    - If you like doing research, or you are in school for marketing, graduated with a Comm/Marketing/Business Administration degree, we need you to help our Marketing team really get the word out about Kumoricon by empowering our outreach and other departments with actual information about our attendees and the people who COULD be our attendees but just don't know enough about us!
  - Mods, Mods, Mods
    - We also need Mods, and mods are cool. Mods are everywhere, they are even in the walls. There is probably a mod right behind you, right now. Oh, nevermind, I was just seeing your reflection in your computer monitor. The mod was you the whole time! Or maybe the mod was the friends we made along the way. Regardless, if you think you'd like to learn how to be a stellar mod, apply today!
  - If you are interested in any of these positions, or something else on our org chart, email [publicity@kumoricon.org](mailto:publicity@kumoricon.org).

## Relations

Amber Feldman, Director of Relations, presented slides *[lightly copy-edited]*:

- Are you ready for announcements?!
- We have FIFTEEN announcements coming! Voice actors, cosplay artists, musical guests, and more!
- Keep an eye on our website and social media for updates!
- We are currently looking for:
  - Guest Driver Coordinator
  - Guest Drivers
  - Relations Logistics Coordinator
  - Guest Gopher
  - Guest Liaisons
  - Cosplay Guest Liaisons
  - Autograph Staff
  - Industry Staff
  - Green Lounge / Green Room Staff

## Secretary

Stephen Weber, Assistant Secretary, presented slides *[lightly copy-edited]*:

- Ratifying more staff!
  - Departments are still hiring staff and we're still approving them as they come in.

- Housekeeping things that keep the con running.
  - Renewing corporation things and other stuff to keep us legal.
- Being jealous of other departments having better gifs than us.
  - So we added more gifs to our slide for fun.

## Treasurer

Timothy Trotter, Treasurer, presented slides *[lightly copy-edited]*:

- The bills are very tight at the moment for 2023. We are looking at all opportunities to save responsibly! Please direct any suggestions our way.
- The warehouse move is looking to be complete tomorrow, May 21st. Any available members are welcome to help. Please reach out to Trevor or myself. Thank you to everyone who has helped so far!
- Staff Openings
  - Assistant Treasurer (1 Position)
  - Treasury Staff (4 Positions)
  - Load-In and Load-Out (Several Positions)
    - (General, Coordinators and Drivers)

## Outreach

Brian Mathews, Outreach Assistant Manager, presented slides *[lightly copy-edited]*:

- What we are up to:
  - The Outreach Committee has been disbanded to be replaced by the Outreach Workgroup.
  - Any staff member can attend meetings of the workgroup and participate in the discussion. It's a great place to suggest new event ideas in person.
  - If you just want to give suggestions, send an email to [outreach@kumoricon.org](mailto:outreach@kumoricon.org)
  - Our next meeting is Tuesday, June 6 at 6PM on the staff Discord
- Outreach Stats:
  - Events completed: 4
  - Conversations: 828 (outperforming last year)
  - Average commitment rate: 30%
  - Average new contact rate: 32%
  - Pre-registrations secured: 161 (outperforming last year)
- Upcoming events:
  - July 7–9, 2023 - KuroNekoCon
  - July 15–16, 2023 - Portland Pride
  - July 29, 2023 - Asian Celebration
  - More events on the way!
  - Keep an eye on the #outreach channel in the staff Discord for volunteer recruitment notifications.

## Unfinished business

There was no unfinished business.

## New business

There was no new business.

## Good of the order

### Joining staff

- Want to join staff but not sure what you want to do?
  - Visit <https://www.kumoricon.org/open-positions> to read about all the positions we have available.
- Know what you want to do or need some help making a decision?
  - Visit <https://www.kumoricon.org/staff-application> to apply or take a small survey so we can help you figure out what to do.

### Good of the order is accepting submissions!

- You can email [good.of.the.order@kumoricon.org](mailto:good.of.the.order@kumoricon.org)!

## Adjournment

The meeting was adjourned at 1:45pm by Robert Trotter.

Submitted, and revised and approved by the members,  
Marie Jackson, Secretary

## Attachment: Presentation slides

See file *kumoricon-minutes-member-20230520-attachment.pdf*