

# Membership Meeting

February 10, 2024



# Quorum Count

- 20 needed to reach quorum
- Altonimbus members (2023 and 2024 staff)



## CHOOSE ONE:

**Discord:** Click “**present**” button pinned in the **#meeting-chat** (wait for the bot)

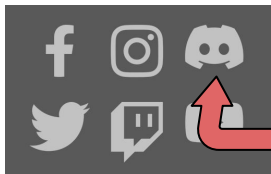
**Twitch:** Please send “**!present**” in chat

# OPEN MIC NEAR END OF MEETING

You must join the public Discord to participate:



Link in Twitch chat



Click the Discord icon on [kumoricon.org](http://kumoricon.org) (footer)

# Approval of Minutes

Minutes for Oct 14, 2023, Oct 28, 2023, and Dec 9, 2023



Meeting minutes can always be found at [www.kumoricon.org/meetings](http://www.kumoricon.org/meetings)

# REPORTS

Introducing the Kumoricon 2024 Executive Team!



# CHAIR DIRECTORATE

Charity | Outreach | Nonprofit | Diversity, Equity, and Inclusion | Staff Training | Accessibility | Staff Relations | Recruitment | Staff Events

**Amber Feldman** (she/they) : Chair

**Josh Youravish** (he/him) : Vice Chair, External Support

**Zarek Lee** (he/they) : Vice Chair, Internal Support



# CHAIR DIRECTORATE

Charity | Outreach | Nonprofit | Diversity, Equity, and Inclusion | Staff Training | Accessibility | Staff Relations | Recruitment | Staff Events

## THIS IS NORMAL



- We've been working on strategic planning, updating our mission statement and organizational values. Be on the lookout for more updates.
- We're still building out our team, and are hiring most heavily for:
  - Staff Relations;
  - Recruitment;
  - Accessibility;
  - Diversity, Equity, and Inclusion; and
  - Nonprofit Grants teams most heavily.
  - Please let us know if you have any leads or are interested.
- A lot of pieces are moving behind the scenes right now, and hopefully we'll have more to share soon.

# INFRASTRUCTURE DIRECTORATE

Facilities | IT | Hotels | KumoriMarket | Infrastructure Office

**Leon Lewis (he/him)** : Director of Infrastructure

**Ally Raney (she/her)** : Assistant Director

**Nick Avgerinos** : Liaison, Hotels



# INFRASTRUCTURE DIRECTORATE

Facilities | IT | Hotels | KumoriMarket | Infrastructure Office

- Lots of things happening behind the scenes.
- Hiring in multiple departments.
- Hope to have hotels launched soon.



# MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

**Hannah Eulberg** (she/her) : Director of Membership

**Emily Vuong** (she/her) : Assistant Director

**Jessica Ulibarri** (she/her) : Executive Assistant



# MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

## 2024 Current Registration Numbers

- **Attendee Pre-reg: 1293**
- **VIP: 9**

**Pre-Registration Price  
\$60 through April 13th**



# MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

## What has the Membership team been up to?

### Department Reorganization

- Cosplay Repair and Staff Station are now being overseen by Operations
- Accessibility is now being overseen by Chair



- Updated the military discount program
- Working on finalizing registration change that will speed up the registration check-in/purchase process
- Working on the Registration Hall layout

# MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

## Staff Titles and Levels Change

- Starting with Kumoricon 2024, we are making changes to the way our staff organization chart works:
  - We are no longer using the “general”, “coordinator”, “manager”, “executive” rank system.
  - Instead, we are using a level system with five levels: L1, L2, L3, L4, L5.
- Staff positions will now be identified by a team and by a title, displayed together.
- Position titles will no longer include words for ranks (such as “coordinator” or “manager”). These words may appear in some titles but they no longer indicate a rank or level.

For more information, please visit [www.kumoricon.org/staff-registration](http://www.kumoricon.org/staff-registration) or speak to your directors.

# STAFF REGISTRATION IS LIVE!



<https://www.kumoricon.org/staff-registration>

# MEMBERSHIP DIRECTORATE

Attendee Registration | Specialty Registration | Staff Registration | Attendee Volunteer | Registration Software

## COME BE A PART OF MEMBERSHIP

- Registration Hall Assistant
- Email Support
- Area Manager (multiple teams)
- Volunteer and VIP Leads
- Registration Software Developers
- Registration Hall Crew



# OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

**Ange Abuyen** (she/they) : Director of Operations

**Tami Hatfield** (she/they) & **Patrick Frymire** (he/they): Assistant Director

**Mariona Gates** (she/they) : Executive Assistant

**Jeremy Burke** (he/they) : Incident Response Specialist



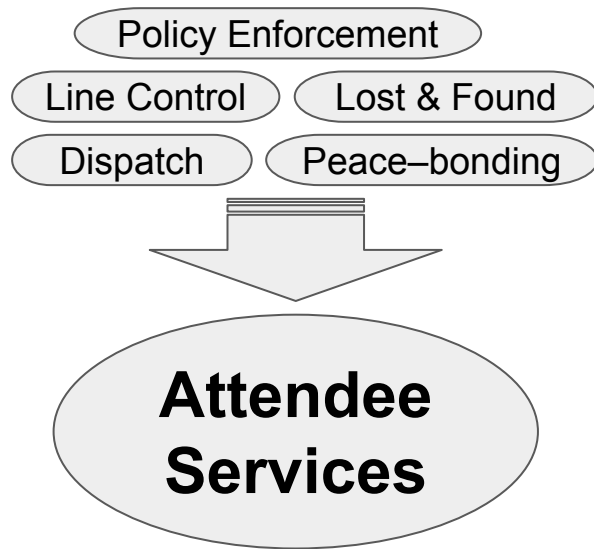


# OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

## Team structure changes

- All new titles for majority of positions
  - Yojimbo, Hitsujikai, Shinobi, Ronin and Deshi are now retired titles.
- Independent Hotel team of Operations staff
- Cosplay Repair moved to Operations
  - no other changes aside from moving directorates
- Staff Station moved to Operations
  - team structure overhauled to reflect new direction
- Incident Response team
  - Independently handling online incident reports and complex at-con incidents.



# OPERATIONS DIRECTORATE

Attendee Services | Cosplay Repair | Staff Station

## Attendee Services

- Crew: Roaming/Rotating entry level position, handling Policy Enforcement, Line Control and Peace-bonding
- Specialist: Previous experience, same duties as Crew but may be called to lead with Line Control or Peace-bonding
- Policy Support: Holding a non-Ops staff position, specialised training to assist with policy enforcement

## Operations Office

- Admin Support: Stationary entry level position, handling Lost & Found and clerical needs
- Specialist: Previous experience, same duties as Admin Support, but may be called lead Lost & Found or run errands as needed

## Cosplay Repair

- Crew: Crafting/sewing experience, assisting cosplayers with the tools and supplies as needed
- Specialist: Previous experience, supervising Crew and additional duties as needed

## Staff Station

- Monitors: Stationary entry level position, maintaining quality control of provided food and supervising fair distribution
- Planners: Research/reviewing contracts for food service
- Logistics Manager: Overseeing all planning and coordination of Staff Station needs

## Incident Response

- Support: Conflict resolution experience preferred, may not hold another active position, uphold confidentiality

Email [operations@kumoricon.org](mailto:operations@kumoricon.org) with questions or interest for these positions

# PROGRAMMING DIRECTORATE

Special Events | Main Events | Live Events | Maid Cafe | Panels | Tabletop Gaming | Video Gaming

**Bennett Do** (he/him) : Director of Programming

**Jaki Hunt** (she/her) : Assistant Director

**Steven Garcia** (he/him) : Assistant Director



# PROGRAMMING DIRECTORATE

Special Events | Main Events | Live Events | Maid Cafe | Panels | Tabletop Gaming | Video Gaming

## Programming Updates:

- Established Programming Executive Team for 2024.
- Reached out to potential managers and coordinators.
- Revamping administrative processes.
- Planning out timelines of our events.
- Working with other department leaders and stakeholders to get the planning of our events going.



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# PROGRAMMING DIRECTORATE

Special Events | Main Events | Live Events | Maid Cafe | Panels | Tabletop Gaming | Video Gaming

## Recruitment:

- Manager, Live Events Team
  - Coordinator, Karaoke Team
- Manager, Programming Office Team
  - Lead, Programming Booth
- Others open positions



# PUBLICITY DIRECTORATE

Press | Marketing | Newsletter | Graphics | Social Media | Website | Software | Community Moderation | Info Booth | Merchandise | Multimedia

**Charly Youravish** (they/them) : Director of Publicity

**Kimberly Barbie-Apilado** (she/her) : Assistant Director

**Kevin Gade** (he/him) : Assistant Director

**Grace Shiley** (she/they) : Assistant Director

**Jessica Ulibarri** (she/her) & **Summer Ludahl** (she/her) : Executive Assistants

**John de Olde** (he/him) : Marketing Manager



# PUBLICITY DIRECTORATE

Press | Marketing | Newsletter | Graphics | Social Media | Website | Software | Community Moderation | Info Booth | Merchandise | Multimedia

- We have hired almost our entire executive team and most key managers
- We are working on the 2023 to 2024 website style transition
- Industry has requested a new sponsorship packet for 2024 and we are working hard on that!
- Our graphics team is putting together all the main graphics for the year
- We are working on getting 2023 photos uploaded to the website
- We have done a bit of maintenance to the public Discord to make it more user friendly, more is on its way!
- We are doing a series of organizing parties to get ready for the relaunch of our online merch sales
- I will be holding office hours on Fridays from 5:30-7:30 pm if you need to talk to me



# PUBLICITY DIRECTORATE

Press | Marketing | Newsletter | Graphics | Social Media | Website | Software | Community Moderation | Info Booth | Merchandise | Multimedia



## We are Hiring!



- Organizer, Publicity Office
- Assistant Manager, Marketing
- Copy Editor, Marketing
- Design and Layout, Graphics
- Content Creator, Social Media

- Content Developer, Website
- Developer, Software
- Discord Moderator, Moderation
- Twitch Moderator, Moderation
- Inventory Support, Merchandise



# RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

**Drew Herget** (he/they) : Director of Relations

**Ashley Tognetti** (she/they) : Assistant Director

**Leyah Krimbow** (she/her) : Assistant Director

**Val Rossiter** (they/them) : Assistant Director

# RELATIONS DIRECTORATE

Guests | Guest Hospitality | Industry | Autographs

- Working on guest invites
- Meeting with vendors
- Connecting with other teams to coordinate efforts
  - Publicity and Programming mostly
- Hiring management staff
  - Looking for: Industry Manager, Industry Specialist, Academia Facilitator
  - [industry@kumoricon.org](mailto:industry@kumoricon.org)
- Excited about everything

# SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

**Marie Jackson** (she/her) : Secretary

**Stephen Weber** (they/them) : Assistant Secretary

**Kyo Anderson** (she/her) : Executive Assistant



# SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

- Membership meeting minutes are up to date
- We've transferred Staff Training to the Chair Department
- Action Item updates:

*During the elections we heard a lot of feedback- the biggest take away was a call for better transparency from the executive board.*

*The Secretary team will be releasing a monthly report alongside these membership meeting minutes with key updates from the executive meeting minutes.*

*As mentioned during the elections public Q&A there are many things the board cannot report, for privacy and legal reasons- however, beyond that we hope these reports will allow everyone to see what actions are being taken by the executive board.*



# SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

## Executive Meetings Summary

- The executive board has met 9 times since elections to handle business items. The following items were approved via out of meeting board actions:
  - Staff Titles Policy Change
  - Military Discount Policy Change
- December 16, 2023:
  - Hired Secretary and Treasurer.
- December 17, 2023:
  - Updated policies to allow the newly elected board to handle business on behalf of the convention.
  - Discussed how to best handle reporting executive actions and minutes to promote transparency.
  - Discussed the proposed change to the staff titles policy.
  - Scheduled upcoming meetings and discussed action items for the Annual Spending and Planning meeting.
- December 28, 2023:
  - Approved the Interim Org Chart to allow vital staffers to be hired while the full Org Chart is reviewed and updated for 2024.

# SECRETARY DIRECTORATE

Meeting Minutes | Staff Ratifications | Policy Documents

## Executive Meetings Summary - continued

- January 9, 2024:
  - Annual staff review.
  - Annual Spending and Planning meeting preparation - primarily budget discussion.
- January 10, 2024:
  - Training information on Kumoricon budgeting processes for new executives.
  - Discussion to hold the Annual Spending and Planning meeting online this year to save money.
  - Discussion about file management in google share drive.
- Annual Spending and Planning Meeting - January 19, 2024 to January 21, 2024
  - Approved the 2024 Kumoricon spending plans - this process took all 3 days to complete.
  - Approved the 2024 Kumoricon Org Chart
  - Reviewed the Ban and Block lists as required by the Organization Policies.
  - Discussed Staff Perks to work into the spending plans where applicable.
  - Finalized the 2024 Monthly Exec Meeting schedule.
  - Finalized the 2024 Monthly Meeting of the Membership schedule.
  - Began work on Strategic Planning initiatives to promote fundraising opportunities.

# TREASURER DIRECTORATE

Financial Administration | Financial Reporting | Banking | Bookkeeping | Asset Management

**James Bradley** (he/him) : Treasurer

**Jo Ayers** (they/them) : Financial Account Organizer

**Trevor McClung** (he/him) : Supply and Logistics Facilitator

# TREASURER DIRECTORATE

Financial Administration | Financial Reporting | Banking | Bookkeeping | Asset Management

- 2024 Spending Plan has been approved
- Tax work is progressing
- Cash flow is following projections so far







# OUTREACH

Reaching out to the stars and letting them know we exist

**Devin Hunter (he/him) : Lead**

**Brian Mathews (he/him) : Facilitator**



The team is focused on securing booths for upcoming events and getting meetings scheduled. Outreach workgroup meetings are open to all staff so drop in whenever we are on the staff Discord server. The next meeting is: **February 27 @ 7:30PM**



- ### Staff communication tools
- **Staff email guide**
    - Email change request form
  - **Staff Discord**
    - Channel request form
    - Channel naming scheme
  - **Membership meetings** (public access)
    - Membership meeting recordings (staff/member access only)
  - **Website form creation request**
  - **Google Drive staff guide**
  - **Monday.com staff guide**
  - **1Password staff guide**
  - **Calendars:**
    - Membership meetings and convention dates
    - Executive-level meetings (executive access only)
    - Meeting availability (executive access only)
    - Outreach events and workgroup meetings (all-staff access)
    - Staff deadlines (executive and select staff access only)



# OUTREACH

Reaching out to the stars and letting them know we exist  
(we promise we don't drive like this)



February 16 to 17  
Corvallis, OR

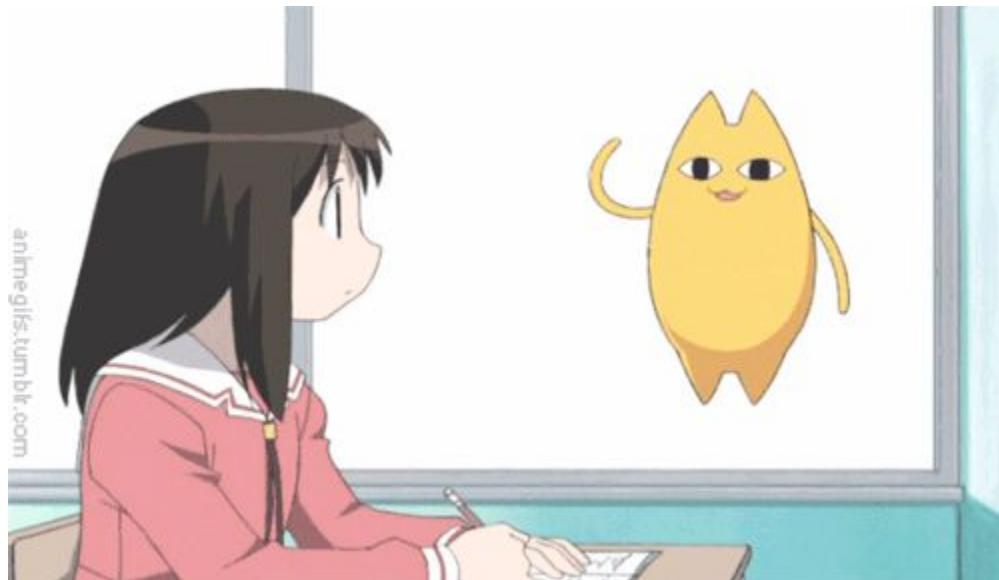


March 9 to 10  
Portland, OR



March 27 to 24  
Portland, OR

# GOOD OF THE ORDER



# Good of the order

- Our first good of the order email of the year said:
  - “So one of my favorite animes, that time I got reincarnated as a slime, is getting a season 3 in spring 2024”



- *The Hashira Training Arc of Demon Slayer* is coming out this year, starting with a launch event where the final episode of *The Swordsmith Village Arc* and the first episode of *The Hashira Training Arc* can be viewed at participating theaters in IMAX on February 23, 2024!



# Good of the order is accepting submissions!



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

# JOIN STAFF

Want to join staff but not sure what you want to do?

Review open positions here:



[Kumoricon.org/staff-registration](https://Kumoricon.org/staff-registration)

Know what you want to do or need some help making a decision?

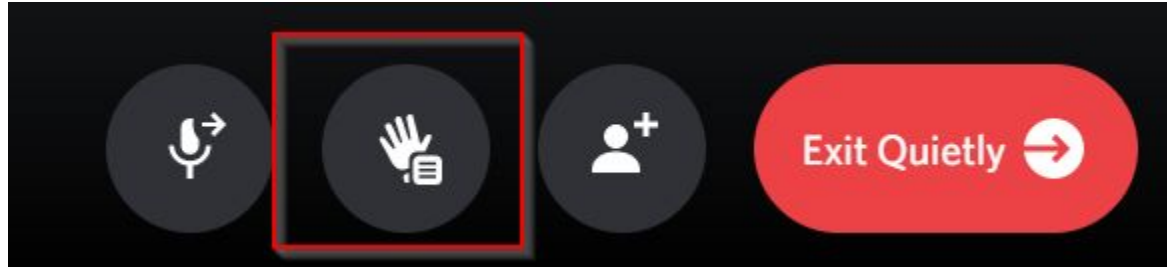
Apply or take a small survey here:



# Open Mic Time!

If you have questions, comments, or anything to bring up:

Go to the public Discord, and use the “**raise hand**” icon in the meeting channel.



A moderator will invite you to the stage, and you have to accept.

Remember, you're live!



2024 Mascot by  
**zephyrine-gale**

# Thank you!

## CON WEEKEND

Nov 8-10, 2024 at the  
Oregon Convention Center

## CURRENT FULL WEEKEND PRICES

Ages 13+ **\$60**

Ages 6-12 **\$20**

Ages 0-5 **FREE**

Volunteer Staff **FREE**