

SATURDAY MAR 9, 2019 12:00 PM-4:30 PM

DoubleTree by Hilton Seattle Airport, SeaTac, WA

<b>Chair</b>	Loree Parker (Chair)		
<b>Attendees</b>	Alexis Smith (Convention Services) Cheryl Dyson (Publications) Michael Hanscom (Secretary) Veronica Templar (Special Events)	Anne-Marie (Business) Jeanine Swanson (Personnel) SunnyJim Morgan (Programming)	Brian Haas (Treasurer) Katie Haas (Member Services) Tonya Clark (Vice Chair)

- Please remember to sign in!
- Pay for your parking at the kiosk downstairs.
- Access ConCom meeting resources at <http://www.norwescon.org/get-involved/concom>
- MEETING SCHEDULE:
  - Noon: Introductions, Exec Recaps, Announcements
  - 12:30–2:30 p.m.: Breakouts
  - 2:30–4:30 p.m.: Report Back and Discussion
  - 5 p.m.: Post-meeting Social: P.K. Dick Award Social
- **Introductions, Exec Recaps, Announcements**

All

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## • Chair

Loree Parker (Chair)

- Execs: Please stick around after the meeting (or talk to Loree before you leave) briefly.
- Ribbons have been ordered and are coming in under budget!

## • Welcome and Introductions

Loree Parker (Chair)

- We will be having an April meeting, as the con falls so late in the year this year (has been posted, this is a reminder). Parking will be crowded, so either arrive early, park off-site, carpool, or some mix of the above.
- Elections will be opened this meeting.

## • Signing In: Easy, fun, and helpful!

Loree Parker (Chair)

- Please remember to sign in. We'll even bribe you with door prizes!

## • Host Introductions and New Member Welcome

Pearl Young, Geoff Gill

- If you are new, please come talk to Pearl, and we'll find a spot for you!

## • Post Meeting Social

Pearl Young, Geoff Gill

- This month's, we have the P.K. Dick Award Social at William and Sally's house — join us as we discuss this year's nominated works!

## • Charities Food/Non-Perishable Supplies Drive

Willow Clark, Kat Marier

- Please contribute to our food drive! Currently accepting non-perishable canned goods, supplies for babies, pets, etc.

## • Con or Bust Membership Donations

Loree Parker (Chair)

- Norwescon donates 15 memberships to Norwescon 42 to be given away by Con or Bust. (Discussed and voted via email: 9 yea, 0 nay, 1 abstain, 1 absent)

**CARRIED**

- Our donations have just gone live on the Con or Bust website.

#### • Lifetime Members

Loree Parker (Chair)

- Invitations to the Lifetime Dinner have been sent; if you are a lifetime member and have not received your invite, please check with Loree, if you have, please respond with your RSVP.

#### • Elections

Loree Parker (Chair)

- We have taken some nominations by email, and we will be accepting nominations for elected positions at the end of this meeting and the next meeting. The election is held online, by mail, or in-person at the convention or post-con meeting. Any questions, please talk to Loree or Peggy.

#### • Vice-Chair

Tonya Clark (Vice Chair)

- Still looking for storage solutions (some leads have come along, but have not yet panned out). Any ideas or suggestions, please email [tonya@norwescon.org](mailto:tonya@norwescon.org).

#### • Secretary

Michael Hanscom (Secretary)

##### • Approval of Feb. Meeting Minutes

Michael Hanscom (Secretary)

- Move that the last distributed version of the January meeting minutes be approved. (8 yea, 0 nay, 1 abstain, 1 absent)

**CARRIED**      **Moved by Michael Hanscom (Secretary), Seconded by Katie Haas (Member Services)**

##### • Online access to agendas, minutes, etc.

Michael Hanscom (Secretary)

- Agendas, minutes (once approved), and other documents can be found on the Staff Updates page on our website (<https://www.norwescon.org/get-involved/concom/>).

##### • Registration: We need to know about you!

Michael Hanscom (Secretary)

- Please be sure to register as Staff! You won't be listed on the org chart (and your position won't be marked as filled) unless you do. Please double-check the title of your position with your Exec before registering in case it has changed.

#### • Business

Anne-Marie (Business)

- The approved NWC42 budget is posted to the Staff Information page on the website.

#### • Treasurer

Brian Haas (Treasurer)

- This is the time of year we get a lot of reimbursement requests. If you know you will need to make purchases, check with your Exec, and we can use the NWC purchasing card so you don't have to worry about being reimbursed.

- **Convention Services**

Alexis Smith (Convention Services)

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- Register before the end of breakouts, as the computers will be taken down after breakouts.
- Parking requests for people who require spots between 6 and 7 during con can be turned in until the end of this month: office@ or conservices@norwescon.org. Do have some requests in, will be responding soon. This area is reserved for NWC staff parking during the event for people who need to go on and off-site frequently during the convention weekend, not for general staff parking. If approved, placards will be available in the con office as of Thursday of con, possibly Wednesday before con.
- The charge for convention parking during the con for attendees is \$8 per parking space, not per vehicle: an RV that takes multiple spots will be charged per spot. There are a limited number of oversized parking spots, information on those will go in the newsletter and website soon.
- Brief radio training will happen after breakouts.

- **Membership Services**

Katie Haas (Member Services)

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- **NWC42 Membership Numbers**

Jeffrey Cornish

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- 869 4-day, 173 staff, 169 pro, 49 non-attending, 31 youth. We are a bit down from last year — please talk about the con, bring your friends, post online, etc. You are our best marketing resource!

- **Member Services Roles**

Katie Haas (Member Services)

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- The Info Desk is really useful for first-time attendees, but we do need people to staff it! Please volunteer for shifts, we're particularly short on Thursday and Friday.

- **Staff Registration**

Katie Haas (Member Services)

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- Please register today if you haven't done so yet!

- **Personnel**

Jeanine Swanson (Personnel)

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- We love it when you take photos of the con and meetings! But when you do, please be sure everyone in the photo is okay with their photo being posted.
- If you're looking for volunteers for your department, let us know — we can feature open positions on the website. If you might be able to use walk-up volunteers during the con, please let us know so we can help schedule people who want to help out.

- **Publications**

Cheryl Dyson (Publications)

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- **Large Grids**

Cheryl Dyson (Publications)

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- If you need grids at the convention, execs have been emailed, but if you think you need one for your department, let your exec know or let publications know. Can be paper or mounted on foam core.

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- **March Newsletter**

Cheryl Dyson (Publications)

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- If you have anything for the March newsletter, get it in ASAP. Deadline is March 12th.

- **Daily 'Zine**

Cheryl Dyson (Publications)

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- If you have anything for the Thursday edition of the Daily 'Zine, email [zine@norwescon.org](mailto:zine@norwescon.org) \_before\_ Thursday so we can have them printed and ready to go.

- **Guidebook**

Cheryl Dyson (Publications)

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- If you have anything for Guidebook, email [guidebook@norwescon.org](mailto:guidebook@norwescon.org).

- **Photographers**

Cheryl Dyson (Publications)

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- If you have photography requests, email publications. We could use more photographers, if you know of anyone, send them our way.

- **Publications Needs...**

Cheryl Dyson (Publications)

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- Map for the Dealers' Room (who is located where).

- **Flyers**

Cheryl Dyson (Publications)

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- Flyers are available on the website, can be downloaded and printed.

- **Programming**

SunnyJim Morgan (Programming)

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- Next Saturday is the memorial for Jordan Orr. Please come if you can, the facility is large. Noon at the Maplewood Rock and Gem Club in Edmonds.
- Saturday of the convention we will have a toast to Cheryl and Jordan in the Pro Suite (1360) at 4pm.
- Scheduling is done, schedules are in editing and will be on the website soon.
- Usually we have about 60 pros doing readings going all weekend long. This year only 40 pros wanted to do readings — so we have slots open for authors who want to do readings! Email [programming@norwescon.org](mailto:programming@norwescon.org). Slots are 30 minutes.
- Over the past few years, we have been trying to increase our community involvement and engagement. We've once again set our summer camping trip for Taidnapham Park down south Aug. 23-25. Would love to have you join us!

- **Special Events**

SunnyJim Morgan (Programming)

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- There will be a Geeky Swap Meet on Sunday, a webpage with a form to reserve table space will be live on the website soon.
- Have also added a Belly Dance show on Friday before Karaoke.

- **Department Breakouts**

All

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**• Post-Breakout Report**All

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**• Chair**Loree Parker (Chair)

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- Lots of new ribbons this year, plus new designs for re-ordered ribbons.
- Wednesday night before the con, we'll have a volunteer social sandwich bar in the Blue Room. If you have dietary concerns, please email [chair@norwescon.org](mailto:chair@norwescon.org) by the April meeting at the latest.

**• Charities/Donations**Willow Clark, Kat Marier

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- Thanks to everyone who brought in donations this month! We will be accepting donations at con as well.
- Other good things to donate: spices and seasonings, other small similar things that aren't often thought about.

**• New Members/Upcoming Events**Pearl Young

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- One new person today!
- Today's post-meeting social is the P.K. Dick social at William and Sally's home.
- The camping trip will be Aug. 23-25 at Taidnapham Park.
- We'll be in the Pride Parade in June again, more info will be coming.
- Volunteer organizer needs to know how many volunteers are needed during con — if you could use walk-in volunteers at con, please email!
- Thanks to the Execs who have updated their job descriptions!

**• Vice-Chair**Tonya Clark (Vice Chair)

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**• Hotel Liaison Report**Rob Stewart

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- 1783 room nights so far. 87% of room block, some rooms still left. Almost out of QQ, still some K especially in tower. Questions, email [hotels@norwescon.org](mailto:hotels@norwescon.org).

**• Secretary**Michael Hanscom (Secretary)

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- Nothing to report.

**• Business**Anne-Marie (Business)

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- If you are printing 8.5x11 black and white prints, check with Exec, we can use our printing account.
- Donations: Use Amazon Smile, check w/donation matching with work, send cash, etc.

**• Treasurer**Brian Haas (Treasurer)

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- Nothing to report.

- **Convention Services**

Alexis Smith (Convention Services)

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- Get parking requests in by the end of the month.
- If you will be carrying a radio: they can be worn on corsets, belts, etc., if you're having problems, Security can help. Please remember to take them off before using the facilities, dropping them into toilets is not recommended. Please don't hold them by the antenna. Please be professional and concise when on the radio, take longer conversations on other channels or offline. Please don't discuss where you'll be standing with sums of money. Do not mention personal rooms over the radio. Please don't give other people's phone numbers over the radio. No swearing, references to bombs or fire unless actual, no references to money, no "creative" uses of "security". Please use the headset, not the speaker. Usually between 6 and 12 channels available on the radio. The all-call channel (usually channel 1) is the general-purpose channel most people will be on, including dispatch. Separate channels for Security and Tech, to get ahold of them or anyone else not on the all-call channel, ask dispatch to contact. Any other questions, ask Alexis. If you're not sure if you need a radio, check with your Exec or direct head on the org chart.

- **Membership Services**

Katie Haas (Member Services)

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- **Departmental Report Out**

Katie Haas (Member Services)

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- Thanks to those who responded to the Info Table call for volunteers!

- **Personnel**

Jeanine Swanson (Personnel)

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- Nothing to report.

- **Publications**

Peggy Stewart

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- We are going to have a Norwescon ad in the geek issue of The Stranger, coming out right before the convention!
- We recently had a nice write up on the Book Club in the Seattle Times!
- Pocket Program, Souvenir Book, and Guidebook being finalized. If you have any updates, get them in now!

- **Programming**

SunnyJim Morgan (Programming)

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- One new person on staff!
- If you are on-site on Thursday morning and the registration lines are bad between 10 and noon, you can get your badge in the Green Room at pro check-in.

- **Special Events**

Veronica Templar (Special Events)

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- Getting close to the number of GOH Banquet tickets we need, but still a bit short. Please get a ticket and join us, or encourage other people to do so!

- **Elections**

Kevin Black

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- Now opening nominations for NWC43 elected positions: Chair, Vice-Chair, and GOH Committee (2).
  - Nominations attached as a spreadsheet.
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- We are still accepting nominations!

- **Post-Meeting Social**

All

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- This month's, we have the P.K. Dick Award Social at William and Sally's house — join us as we discuss this year's nominated works!
- Norwescon 42 Meeting Schedule
  - All meetings in Maxi's at the DoubleTree by Hilton Seattle Airport unless otherwise noted.
  - March 9
  - April 6
  - April 14 (Stuffing Party)
  - April 18-21 (Norwescon 42)
  - May 11 (Post-con ConCom)

Table 1

<b>Position</b>	<b>Nominee</b>	<b>Nominator</b>	<b>Second</b>	<b>Accept Y/N</b>
<b>GOH Committee</b>	<b>Mirella Young</b>	Katie Haas	Loree Parker	Not present
	<b>Bernie Strub</b>	Mike Brennan	SunnyJim Morgan	Yes
	<b>Caryn Meyer</b>	Alexis Smith	Elizabeth Rodof	Yes
	<b>Richard Stephens</b>	SunnyJim Morgan	Rob Stewart	Not present
	<b>Jackie Nordquist</b>	Loree Parker	Katie Haas	Not present
<b>Vice-Chair</b>	<b>Pat Booze</b>	Doug Booze	Tonya Clark	Not present
	<b>Jeanine Swanson</b>	Katie Haas	Brian Haas	Not present
	<b>Kevin Black</b>	Rob Stewart	Katie Haas	No
<b>Chair</b>	<b>Tonya Clark</b>	Katie Haas	Loree Parker	Yes