

SATURDAY SEP 8, 2018 12:00 PM-4:00 PM

Kaiser Permanente Renton Campus, Rainier Building, Room 111

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

- Please remember to sign in!
- 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: IKEA Renton

• **A Note On Our Theme**

Kevin Black

• **Exec Team Votes, August 2018**

All

- Set NWC42 rates and fees as follows: Pre-reg: \$70; At door: \$85; Thurs: \$50; Fri: \$60; Sat: \$60; Sun: \$40; Pro: \$0; Guest of Pro: \$50; Complimentary day pass upgrade: \$50; Sunday NWC43 at-con pre-reg: \$50; Post-con NWC43 pre-reg: \$70, to be raised at discretion of NWC43 Exec Team; Badge replacement fee: \$65; Staff: \$30; Child <12: \$0; Youth 13-17: \$50; Press pass: 1 day free at discretion of Publications Exec; Service Animal: \$0; Art Show: Panels/Tables/Floor Space, \$20/space; Print shop handling fee, \$20; Mail-in handling fee, \$20; 15% commission on all sales; Dealers' Room: Writers' Row, \$75; Maxi's Gaming Table, \$125, Perimeter half table, \$100; Standard table, \$150; Island table, \$175; Corner island table, \$200; Additional dealer memberships, \$55 (two included per table); Ad Rates: Full page, \$400; half page, \$200; quarter page, \$100; eighth page/business card, \$50; 10% non-profit discount. (Unanimous yea.)

CARRIED **Moved by Loree Parker (Chair), Seconded by Katie Haas (Member Services)**

- Continue NWSFS membership collection and NWC discount through NWC42; end both as of pre-reg for NWC43. (In favor: 10, absent: 1.)

CARRIED **Moved by Tonya Clark (Vice Chair), Seconded by Brian Haas (Treasurer)**

• **Introductions, Exec Recaps, Announcements**

All

• **Chair**

Loree Parker (Chair)

- **Welcome and Introductions (Exec Team introduced, open positions)**

Loree Parker (Chair)

- **Department Moves**

Loree Parker (Chair)

- **Charitable Giving**

Loree Parker (Chair)

- **Host/ess Introduction & Post-Meeting Social**

Jeanine Swanson (Personnel)

- **Vice-Chair**

Tonya Clark (Vice Chair)

- **Timeline**

Tonya Clark (Vice Chair)

- **GOH Banquet Ticket Prices/Raffle**

Tonya Clark (Vice Chair)

- **Storage Solution Committee Wants You!**

Tonya Clark (Vice Chair)

- **Secretary**

Michael Hanscom (Secretary)

- **Signing In: Easy, fun, and helpful!**

Michael Hanscom (Secretary)

- **Online access to agendas, minutes, etc.**

Michael Hanscom (Secretary)

- **Org chart security and privacy changes**

Michael Hanscom (Secretary)

- **Registration: We need to know about you!**

All

- **Merchandise ideas for NWC42?**

All

- **Business**

Anne-Marie (Business)

- **Convention Services**

Alexis Smith (Convention Services)

- **Membership Services**

Katie Haas (Member Services)

- **NWC41 Membership Numbers**

Katie Haas (Member Services)

- **Member Services Roles**

Katie Haas (Member Services)

- **Staff Registration**

Katie Haas (Member Services)

- **Personnel**

Jeanine Swanson (Personnel)

- **Publications**

Cheryl Dyson (Publications)

- **Newsletter**

Cheryl Dyson (Publications)

- **Programming**

SunnyJim Morgan (Programming)

- **Special Events**

Veronica Templar (Special Events)

- **Treasurer**

Brian Haas (Treasurer)

- **Check Request Information**

Brian Haas (Treasurer)

- **Department Breakouts**

All

- **Post-Breakout Report**

All

- **Chair**

Loree Parker (Chair)

- **Vice-Chair**

Tonya Clark (Vice Chair)

- **Hotel Liaison Report**

All

- **ConCom Room Block Announcement**

All

- **Secretary**

Michael Hanscom (Secretary)

- **Business**

Anne-Marie (Business)

- **Convention Services**

Alexis Smith (Convention Services)

- **Membership Services**

Katie Haas (Member Services)

- **Departmental Report Out**

Katie Haas (Member Services)

- **Staff Sign Up Reminder**

Katie Haas (Member Services)

- **Personnel**

Jeanine Swanson (Personnel)

- **Publications**

Cheryl Dyson (Publications)

- **Programming**

SunnyJim Morgan (Programming)

- **Special Events**

Veronica Templar (Special Events)

- **Treasurer**

Brian Haas (Treasurer)

- **Post-Meeting Social**

All

- Please join us after the meeting at IKEA Renton (601 SW 41st St., Renton, WA 98057) for socializing and munchies (food purchase not required, feel free to just show up and hang out with us)!
- Norwescon 42 Meeting Schedule
 - All meetings in Maxi's at the DoubleTree by Hilton Seattle Airport unless otherwise noted.
 - September 8 (at the Kaiser Permanente Renton Campus, Rainier Building, Room 111)
 - October 13
 - November 17
 - December 8
 - January 5
 - February 16
 - March 9
 - April 6
 - April 14 (Stuffing Party)
 - April 18-21 (Norwescon 42)
 - May 11 (Post-con ConCom)

NORWESCON 42 Email Contacts

Not sure who to ask? Just email info@norwescon.org and we'll make sure your message gets to the right person!

Chair and Vice-Chair

Chair and Vice-Chair	chair@norwescon.org	Contact the Chair or Vice-Chair.
Charities	charities@norwescon.org	Donations, matching funds.
Elections	elections@norwescon.org	Annual elections.
Hotel	hotels@norwescon.org	Room or suite reservations.
Timeline	timeline@norwescon.org	Convention planning.

Secretary

Secretary Team	secretary@norwescon.org	Meeting documents and archives.
Information	info@norwescon.org	General questions.
Onions and Roses	onionsandroses@norwescon.org	What worked or didn't work at con.
Wiki	wiki@norwescon.org	Conrunning documentation.

Business

Business Department	business@norwescon.org	Budget, expenses, check requests, etc.
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Convention Services

Convention Services Department	conservices@norwescon.org	Contact Convention Services.
IT	it@norwescon.org	IT and computer needs.
Lost and Found	lostandfound@norwescon.org	Lost or found items.
Security	security@norwescon.org	Convention operations.
Signs	signs@norwescon.org	Convention signage.
Tech Services	techservices@norwescon.org	Non-IT equipment.
Transportation	transportation@norwescon.org	Storage lockers and transporting equipment.

Member Services

Member Services Department	memberservices@norwescon.org	Contact Member Services.
Art in Action	artaction@norwescon.org	Art demos.
Art Show	artshow@norwescon.org	Art display and sales.
Club Tables	clubtables@norwescon.org	Club and organization promotion.
Dealers' Room	dealers@norwescon.org	Vendor information.
Registration	registration@norwescon.org	Membership sales and tracking.

Personnel

Personnel Department	personnel@norwescon.org	Contact Personnel.
Volunteers	volunteers@norwescon.org	Organizing our volunteers.

Programming

Programming Department	programming@norwescon.org	Contact Programming.
Guest of Honor Selection Committee	gohcommittee@norwescon.org	Submit suggestions for future Guests of Honor.
Ideas	submissions@norwescon.org	Submit panel suggestions.
Writers' Workshop	writersworkshop@norwescon.org	The Fairwood Writers Workshop info.
Youth Programming	youth@norwescon.org	Info on YA programming.

Publications

Publications Department	publications@norwescon.org	Contact Publications.
Editors	editors@norwescon.org	The editing team.
Graphic Design	designers@norwescon.org	The graphic design team.
Guidebook	guidebook@norwescon.org	The Guidebook mobile app.
Newsletter	newsletter@norwescon.org	Submissions for the monthly newsletter.

Photographers	photos@norwescon.org	The photography team.
PR (Public Relations)	pr@norwescon.org	Public Relations and advertising.
Website	webmonkeys@norwescon.org	The website.
Zine	zine@norwescon.org	The at-con daily 'zine.

Special Events

Special Events Department	specialevents@norwescon.org	Contact Special Events.
Burlesque Show	burlesque@norwescon.org	The Friday night burlesque show.
Dances	dances@norwescon.org	DJs and the at-con dances.
Filk	filk@norwescon.org	Concerts, filk, and music at con.
Gaming	gaming@norwescon.org	Gaming at con.
Masquerade	masquerade@norwescon.org	The Saturday night masquerade.
Masquerade Halftime Show	halftime@norwescon.org	Masquerade halftime events.
Music	music@norwescon.org	Concerts, filk, and music at con.
Single Pattern Contest	spcontest@norwescon.org	The Single Pattern Contest.

Last updated: 7/31/18