

SATURDAY OCT 12, 2019 12:00 PM-4:00 PM

Kaiser Permanente Renton Campus, Renton, WA

Chair	Tonya Clark (Chair)		
Attendees	Adrienne Loska (Programming) Brian Haas (Treasurer) Loree Parker (Publications)	Alexis Smith (Convention Services) Jeanine Swanson (Personnel) Michael Hanscom (Secretary)	Anne-Marie (Business) Katie Haas (Member Services) Pat Booze (Vice Chair)
Apologies	Elana Voigt (Special Events)		

- Please remember to sign in!
- Access ConCom meeting resources at <http://www.norwescon.org/get-involved/concom>
- MEETING SCHEDULE:
 - Noon: Introductions, Announcements
 - 12:15–1:00 p.m.: Department Reports
 - 1:00–3:00 p.m.: Department Breakouts
 - 3 p.m.: Closing and Prizes

- **Introductions and Announcements**

All

- **Welcome and Introductions**

Tonya Clark (Chair)

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

- **New Member Welcome**

Peggy Stewart

- **Department Reports**

All

- **Chair**

Tonya Clark (Chair)

- **Charities**

Tonya Clark (Chair)

- **Long Range Planning Committee**

Tonya Clark (Chair)

- **Chair Financial Report #1**

Tonya Clark (Chair)

- **Breakout Topics**

Tonya Clark (Chair)

- **Vice-Chair**

Pat Booze (Vice Chair)

- **Hotel Liaison Report**

Rob Stewart

- **Secretary**

Michael Hanscom (Secretary)

- **Approval of September Meeting Minutes**

All

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

Michael Hanscom (Secretary)

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

Michael Hanscom (Secretary)

- **November Meeting Location**

Michael Hanscom (Secretary)

- **Business**

Anne-Marie (Business)

- **Total Funds Received Fiscal YTD/Previous Month**

Anne-Marie (Business)

- **Sales or Use Tax and You!**

Anne-Marie (Business)

- **Donate to Norwescon!**

Anne-Marie (Business)

- **Touch Base with Business!**

Anne-Marie (Business)

- **Need Us?**

Anne-Marie (Business)

- **Treasurer**

Brian Haas (Treasurer)

- **Check Requests**

All

- **Reported Expenses Fiscal YTD/Previous Month**

Brian Haas (Treasurer)

- **Convention Services**

Alexis Smith (Convention Services)

- **Open Positions**

Alexis Smith (Convention Services)

- **New Bidding Process**

Alexis Smith (Convention Services)

- **Reminders**

Alexis Smith (Convention Services)

- **Breakout Topics**

Alexis Smith (Convention Services)

- Storage update discussion.

- **Member Services**

Katie Haas (Member Services)

- **We haz departments; you wants jobs, yes?**

Katie Haas (Member Services)

- **Registration Report**

Jeffrey Cornish

- **Staff Registration Link**

Katie Haas (Member Services)

- **Breakout Topics**

Katie Haas (Member Services)

- **Personnel**

Jeanine Swanson (Personnel)

- **Events**

Jeanine Swanson (Personnel)

- More info on all of the following is or will be available on our Facebook events, our website, and from Personnel.

- **Book Club (Monthly)**

Kathy Bond (Info Manager)

- **Gaming Club (Monthly)**

Rob Stewart

- **Pride Parade (June 28, 2020)**

Jeanine Swanson (Personnel)

- **Camping Trip (Summer 2020)**

Jeanine Swanson (Personnel)

- **Geek Garage Sale and Swap Meet (Sept. 2020)**

Jeanine Swanson (Personnel)

- **LAW Review**

Jeanine Swanson (Personnel)

- **Harassment Policy**

Jeanine Swanson (Personnel)

- **Supporting Members**

Jeanine Swanson (Personnel)

- **Breakout Topics**

Jeanine Swanson (Personnel)

- Review timeline for Convention Lounge planning.

- **Publications**

Loree Parker (Publications)

- **Newsletter**

Loree Parker (Publications)

- **Open Positions**

Loree Parker (Publications)

- **Breakout Topics**

Loree Parker (Publications)

- Graphics and PR needs for flyers.

- **Programming**

Adrienne Loska (Programming)

- **Panelists and Pros Update**

Adrienne Loska (Programming)

- **Norwescon Writing Workshop**

Adrienne Loska (Programming)

- **Open Positions**

Adrienne Loska (Programming)

- **Special Events**

Elana Voigt (Special Events)

- **Open Positions**

Elana Voigt (Special Events)

- **Department Breakouts**

All

- **Post-Breakout Reports (If Necessary)**

All

- **Closing and Prizes**

All

- **Norwescon 43 Meeting Schedule**

- All meetings at the DoubleTree by Hilton Seattle Airport unless otherwise noted.
- October 12 ConCom (Held at the Kaiser Permanente Renton Campus)
- November 2 ConCom (DoubleTree: Maxi's)
- December 14 ConCom (DoubleTree: Room TBA)
- January 18 ConCom (DoubleTree: Room TBA)
- February 8 ConCom (DoubleTree: Maxi's)

- March 7 ConCom (DoubleTree: Room TBA)
- April 5 Stuffing Party (DoubleTree: Olympic Rooms)
- April 9-12 Norwescon 43 (DoubleTree: Everywhere!)
- May 2 Post-con ConCom (DoubleTree: Maxi's)