

SATURDAY NOV 2, 2019 12:00 PM-4:00 PM

DoubleTree By Hilton Seattle Airport, SeaTac, 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)	

- 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, 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)

• New Member Welcome

Peggy Stewart

• Department Reports

All

• Chair

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 October Meeting Minutes

All

• Approval of Updated Policies and Procedures

Michael Hanscom (Secretary)

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

Michael Hanscom (Secretary)

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

Michael Hanscom (Secretary)

- **Business**

Anne-Marie (Business)

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

Anne-Marie (Business)

- **Charitable Income/Events**

Kathy Bond

- **Donate to Norwescon!**

Anne-Marie (Business)

- **Touch Base with Business!**

Anne-Marie (Business)

- **Need Us?**

Anne-Marie (Business)

- **Treasurer**

Brian Haas (Treasurer)

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

Brian Haas (Treasurer)

- **Check Requests**

All

- **Convention Services**

Alexis Smith (Convention Services)

- **Open Positions**

Alexis Smith (Convention Services)

- **Breakout Topics**

Alexis Smith (Convention Services)

- **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)

- **Book Club (Monthly)**

Kathy Bond

- **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 (September 2020)**

Jeanine Swanson (Personnel)

- **Breakout Topics**

Jeanine Swanson (Personnel)

- **Publications**

Loree Parker (Publications)

- **Newsletter**

Loree Parker (Publications)

- **Open Positions**

Loree Parker (Publications)

- **Programming**

Adrienne Loska (Programming)

- **Open Positions**

Adrienne Loska (Programming)

- **Special Events**

All

- **Open Positions**

All

• Department BreakoutsAll

• Post-Breakout Reports (If Necessary)All

• Closing and PrizesAll

• Norwescon 43 Meeting Schedule

- All meetings at the DoubleTree by Hilton Seattle Airport unless otherwise noted.
- December 14 ConCom (DoubleTree: Room TBA)
- January 18 ConCom (DoubleTree: Room TBA)
- February 8 ConCom (Held at the Kaiser Permanente Renton Campus)
- March 7 ConCom (DoubleTree: Maxi's)
- April 5 Stuffing Party (DoubleTree: Olympic Rooms)
- April 9-12 Norwescon 43 (DoubleTree: Everywhere!)
- May 2 Post-con ConCom (DoubleTree: Maxi's)