• 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)

• Signing In: Easy, fun, and helpful!
  Tonya Clark (Chair)

• New Member Welcome
  Peggy Stewart

• Department Reports
  All

• Chair
  Tonya Clark (Chair)

  • Special Events Head
    Tonya Clark (Chair)

  • Elections
    Kevin Black

  • T-Shirts
    Tonya Clark (Chair)
• Ribbon and Badge Orders
  Tonya Clark (Chair)

• Marketing and PR Update
  Peggy Stewart

• Financial Report
  Tonya Clark (Chair)

• Long-Range Planning
  Tonya Clark (Chair)

• Breakout Topics
  Tonya Clark (Chair)

• Vice-Chair
  Pat Booze (Vice Chair)

• Hotel Liaison Report
  Pat Booze (Vice Chair)

• Secretary
  Michael Hanscom (Secretary)

  • Approval of November Meeting Minutes
    All

  • Approval of Updated Policies and Procedures
    All

  • Documentation Wiki
    All

  • Online access to agendas, minutes, etc.
    Michael Hanscom (Secretary)

  • Registration: We need to know about you!
    Michael Hanscom (Secretary)

  • Google Suite (Email aliases, groups, drive, etc.)
    Kathy Bond

• Business
  Anne-Marie (Business)

  • Total Funds Received Fiscal YTD/Previous Month
    Anne-Marie (Business)

  • Donate to Norwescon!
    Kathy Bond
• 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
  Katie Haas (Member Services)

• Staff Registration Link
  Katie Haas (Member Services)

• Breakout Topics
  Katie Haas (Member Services)

• Personnel
  Jeanine Swanson (Personnel)

  • Open positions
    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)
  SunnyJim Morgan

• Geek Garage Sale and Swap Meet (September 2020)
  Jeanine Swanson (Personnel)

• Breakout Topics
  Jeanine Swanson (Personnel)

• Publications
  Loree Parker (Publications)

  • Newsletter
    Loree Parker (Publications)

  • Membership Guide Updates
    All

  • Website Content Requests
    All

  • Program Book Content Requests
    All

• Open Positions
  Loree Parker (Publications)

• Programming
  Adrienne Loska (Programming)

  • General Update
    Adrienne Loska (Programming)

  • Open Positions
    Adrienne Loska (Programming)

• Special Events
  Veronica Templar (Special Events)

  • Open Positions
    All

• Staff Photo
  All

  • Gather on the stairs leading up to the Evergreen rooms from the landing above the lobby.
• 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.
  • 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)
### NORWESCON 43 Email Contacts

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

<table>
<thead>
<tr>
<th><strong>Chair and Vice-Chair</strong></th>
<th><a href="mailto:chair@norwescon.org">chair@norwescon.org</a></th>
<th>Contact the Chair or Vice-Chair.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charities</td>
<td><a href="mailto:charities@norwescon.org">charities@norwescon.org</a></td>
<td>Donations, matching funds.</td>
</tr>
<tr>
<td>Elections</td>
<td><a href="mailto:elections@norwescon.org">elections@norwescon.org</a></td>
<td>Annual elections.</td>
</tr>
<tr>
<td>Hotel</td>
<td><a href="mailto:hotels@norwescon.org">hotels@norwescon.org</a></td>
<td>Room or suite reservations.</td>
</tr>
<tr>
<td>Long Range Planning Committee</td>
<td><a href="mailto:marketing@norwescon.org">marketing@norwescon.org</a></td>
<td>Looking to the future of the con.</td>
</tr>
<tr>
<td>Marketing Committee</td>
<td><a href="mailto:pr@norwescon.org">pr@norwescon.org</a></td>
<td>Marketing planning and implementation.</td>
</tr>
<tr>
<td>Social Media</td>
<td><a href="mailto:socialmedia@norwescon.org">socialmedia@norwescon.org</a></td>
<td>Public Relations and advertising.</td>
</tr>
<tr>
<td>Timeline</td>
<td><a href="mailto:timeline@norwescon.org">timeline@norwescon.org</a></td>
<td>Social Media announcements.</td>
</tr>
<tr>
<td><strong>Secretary</strong></td>
<td><a href="mailto:secretary@norwescon.org">secretary@norwescon.org</a></td>
<td>Meeting documents and archives.</td>
</tr>
<tr>
<td>Information</td>
<td><a href="mailto:info@norwescon.org">info@norwescon.org</a></td>
<td>General questions.</td>
</tr>
<tr>
<td>Onions and Roses</td>
<td><a href="mailto:onionsandroses@norwescon.org">onionsandroses@norwescon.org</a></td>
<td>What worked or didn't work at con.</td>
</tr>
<tr>
<td>Wiki</td>
<td><a href="mailto:wiki@norwescon.org">wiki@norwescon.org</a></td>
<td>Conrunning documentation.</td>
</tr>
<tr>
<td><strong>Business</strong></td>
<td><a href="mailto:business@norwescon.org">business@norwescon.org</a></td>
<td>Budget, expenses, check requests, etc.</td>
</tr>
<tr>
<td><strong>Convention Services</strong></td>
<td><a href="mailto:conservices@norwescon.org">conservices@norwescon.org</a></td>
<td>Contact Convention Services.</td>
</tr>
<tr>
<td>IT</td>
<td><a href="mailto:it@norwescon.org">it@norwescon.org</a></td>
<td>IT and computer needs.</td>
</tr>
<tr>
<td>Lost and Found</td>
<td><a href="mailto:lostandfound@norwescon.org">lostandfound@norwescon.org</a></td>
<td>Lost or found items.</td>
</tr>
<tr>
<td>Security</td>
<td><a href="mailto:security@norwescon.org">security@norwescon.org</a></td>
<td>Convention operations.</td>
</tr>
<tr>
<td>Signs</td>
<td><a href="mailto:signs@norwescon.org">signs@norwescon.org</a></td>
<td>Convention signage.</td>
</tr>
<tr>
<td>Tech Services</td>
<td><a href="mailto:techservices@norwescon.org">techservices@norwescon.org</a></td>
<td>Non-IT equipment.</td>
</tr>
<tr>
<td>Transportation</td>
<td><a href="mailto:transportation@norwescon.org">transportation@norwescon.org</a></td>
<td>Storage lockers and transporting equipment.</td>
</tr>
<tr>
<td><strong>Member Services</strong></td>
<td><a href="mailto:memberservices@norwescon.org">memberservices@norwescon.org</a></td>
<td>Contact Member Services.</td>
</tr>
<tr>
<td>Accessibility</td>
<td><a href="mailto:accessibility@norwescon.org">accessibility@norwescon.org</a></td>
<td>Hotel accessibility concerns.</td>
</tr>
<tr>
<td>Art in Action</td>
<td><a href="mailto:artaction@norwescon.org">artaction@norwescon.org</a></td>
<td>Art demos.</td>
</tr>
<tr>
<td>Art Show</td>
<td><a href="mailto:artshow@norwescon.org">artshow@norwescon.org</a></td>
<td>Art display and sales.</td>
</tr>
<tr>
<td>Club Tables</td>
<td><a href="mailto:clubtables@norwescon.org">clubtables@norwescon.org</a></td>
<td>Club and organization promotion.</td>
</tr>
<tr>
<td>Dealers' Room</td>
<td><a href="mailto:dealers@norwescon.org">dealers@norwescon.org</a></td>
<td>Vendor information.</td>
</tr>
<tr>
<td>Registration</td>
<td><a href="mailto:registration@norwescon.org">registration@norwescon.org</a></td>
<td>Membership sales and tracking.</td>
</tr>
<tr>
<td><strong>Personnel</strong></td>
<td><a href="mailto:personnel@norwescon.org">personnel@norwescon.org</a></td>
<td>Contact Personnel.</td>
</tr>
<tr>
<td>Volunteers</td>
<td><a href="mailto:volunteers@norwescon.org">volunteers@norwescon.org</a></td>
<td>Organizing our volunteers.</td>
</tr>
<tr>
<td><strong>Programming</strong></td>
<td><a href="mailto:programming@norwescon.org">programming@norwescon.org</a></td>
<td>Contact Programming.</td>
</tr>
<tr>
<td>Guest of Honor Selection Committee</td>
<td><a href="mailto:gohcommittee@norwescon.org">gohcommittee@norwescon.org</a></td>
<td>Submit suggestions for future Guests of Honor.</td>
</tr>
<tr>
<td>Ideas</td>
<td><a href="mailto:submissions@norwescon.org">submissions@norwescon.org</a></td>
<td>Submit panel suggestions.</td>
</tr>
<tr>
<td>Writers' Workshop</td>
<td><a href="mailto:writersworkshop@norwescon.org">writersworkshop@norwescon.org</a></td>
<td>The Fairwood Writers Workshop info.</td>
</tr>
<tr>
<td>Youth Programming</td>
<td><a href="mailto:youth@norwescon.org">youth@norwescon.org</a></td>
<td>Info on YA programming.</td>
</tr>
<tr>
<td><strong>Publications</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Publications Department
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.

Website
webmonkeys@norwescon.org
The website.

Zine
zine@norwescon.org
The at-con daily 'zine.

Special Events
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: 9/3/19