



Attendees: Michael Hanscom, SunnyJim Morgan, Michelle Morrell, Veronica Templar, Jeanine Swanson, Alan Bond, Rob Stewart, Adrienne Loska, Myke Gheparde

Apologies: Tonya Clark, Kathy Bond

INTRODUCTIONS AND ANNOUNCEMENTS

DEPARTMENT REPORTS

CHAIR

VICE-CHAIR

COVID Policies

NWC44 COVID POLICY

Our Covid policies have been announced, and so far, feedback has been strongly positive. Thank you all! The Exec team decided on the all-vaxxed/all-masked policy over the summer for the safety of everyone.

SAFETY SUPPLIES

We will be purchasing cleaning supplies, sanitizer, replacement masks, etc. and having them distributed around the convention.

PARTIES AND SAFETY CONCERNS

There have been other conventions requiring vaccination and masking, which we strongly appreciate and support, that then announced that there have been some post-con positive COVID cases. While photos from the con proper looked good, photos from the parties looked much more crowded and unmasked. We have not yet decided for or against parties but are concerned about the possibility of parties as an infection vector, especially as parties are private events that we can't directly control, and vax/mask rules may not be as closely followed. We are open to comments and feedback regarding this decision, as we know that parties are a huge part of the reason why many people come to conventions.

JANUARY VIRTUAL CONVENTION PIVOT DEADLINE

We are keeping an eye on the pandemic information. January is our best chance to decide if we need to pivot to a virtual convention — we hope not, but if we feel we need to, this is the deadline by our contract with the hotel to penalize us the least.

Hotel Space Reorganization

Having a couple years away from the hotel is giving us a chance to look at how we use the space in the hotel for the various pieces of the convention, especially when it comes to evening, noisy events, and space concerns. We are looking at a few different ways of shuffling pieces of the convention around throughout the hotel; some of this will probably be discussed at some of the breakout sessions today. Don't be surprised if some regular events move, are presented differently, or might not even be on the schedule this year.

SECRETARY

Secretary Second needed

I need someone to train in my position so that they can take over as Secretary for NWC45 (2023). Interested? Questions? Please email me at secretary@norwescon.org.

[Online access to agendas, minutes, etc.](#)

Agendas, minutes (once approved), and other documents can be found on the [Staff Updates page](#) on our website.

If you are new, have updated your email address, or simply want to make sure you're getting concom-related emails, please send an email to secretary@norwescon.org asking to be put on our concom mailing list and we'll get you added.

[Registration: We need to know about you!](#)

If you haven't done so yet, 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. The staff registration kiosk link is available from your Exec.

BUSINESS

Budget Report

TREASURER

Q from Kevin Black about our financial status after the past two years. We have taken a fairly significant loss over the past two years, and we are going to need to dip into the reserves that we had banked in case of emergencies — exactly this type of situation. If we relied only on what came in over the past two years, we would have a *very* small convention indeed.

CONVENTION SERVICES

Communication Platforms

We have both a public and staff-only Discord server. The staff Discord server was very helpful during the virtual convention, and we are looking at how to continue using it as we move forward. We want to continue using it alongside any in-person systems, or the public server as a way to chat during panels, etc.

Space Reassignments

(Alan gave a rundown of some of the ideas we're looking at for rearranging programming, dealers, and events in Grands, Northwests, and Evergreens.) The layouts team has drafted layouts, and we're asking the departments affected by this to look at the various options and discuss pros and cons. Q from Keith J. about potential money savings: This is primarily space reorganization, so no major savings, but may allow for some adjustments to AV/Tech needs.

Security Rename

Con Services is working on finding a better name for the-group-formerly-known-as-Security. Security is less inviting and welcoming for many attendees, looking for something better aligned with their aims and goals.

MEMBER SERVICES

Member Services includes info table, club tables, (and a lot of other things). If you have interest in any of those, please come to our breakout!

One note on moving the Dealers Room: If we do move to Grand 3, it would still accommodate the same number of dealers, plus would allow easy access to the loading dock.

Looking at a new Member Advocate position to assist people who have concerns or issues with or at the convention by helping them through the reporting and resolution process.

Conversation Spaces

Our virtual event got a lot of positive feedback around the conversation spaces, such as named tables for the panel rooms to continue conversations after panels, or tables with designated themes. We are looking at ways to pull that into the real-world environment.

Registration

Staff Registration is now available, and we are about to open registration for our January virtual mini-con! That link will be distributed soon.

PERSONNEL

Personnel head is currently only partly available and will not be able to join the breakout room; if there are any questions, please email personnel@norwescon.org. We are looking at staffing up a lot of positions across the convention and within the personnel department, so please get in touch!

PUBLICATIONS

We need graphic designers! We need pretty pictures, and not all of us draw very well. Backgrounds, graphics, logos, etc. for newsletters, website, social media.

Waypoint Norwescon Theme

Our virtual event is called "Waypoint Norwescon" because it's a virtual stopping over place between NWC43 and NWC44. Going to be something of a relaxacon, with lighter content and staging. If you have places that you think aliens should visit on their way to Norwescon, please send them in to us, and we'll use them in our promos!

PROGRAMMING

Waypoint Norwescon

We'll have two stages of programming, with a mix of programming, readings, evening events. We won't need as many room hosts as we did for NWC43, but will need a few. Bernie is heading this up again and will be contacting room hosts that volunteered for us for NWC43 to see if we can get people who are already trained.

Thank You

Thanks to all of the track leads who work over the summer to do the first part of the programming planning process. We're coming up on the deadline for applying to be a panelist or to suggest panels; if you're interested, please let us know soon!

January Deadline

Part of the decision for the January cutoff for deciding if we need to go virtual is for programming reasons: We need to lock down how much scheduling is needed early on (plus publications needs time for arranging printing, etc.).

Open Positions

There was a list of needed open positions in our last newsletter. Includes pro check-in assistance, stage management (no heavy lifting, this is making sure rooms are set up correctly, alerting panelists before panels end, etc.), writing class coordinator, hands-on workshop assistance, youth programming assistance, memorial panel representative

Guest of Honor Status

We do not have any NWC44 GOHs set at this point — not for a lack of trying, but due to lots of concerns around COVID, pandemic, and travel. We have several leads out, and do expect to have GOHs, but right now there are a lot of concerns around figuring out how to do everything safely. We will have announcements for GOHs and a NWC44 theme as soon as we can!

Norwescon Writers Workshop

Up and running again, submission deadline is Jan. 1. Facilitators will be announced in the coming months. This is a fantastic Milford-style workshop with great people involved each year.

SPECIAL EVENTS

Space Reassignments

As noted by others, we're looking at shuffling things around. Part of the shuffle is figuring out how to increase the number of noisy evening events that often conflict (shows, dances, etc.). We're trying to figure out how to do all the things in a finite amount of space.

Open Positions

Lots! For games: Lots of pre-convention planning that needs help, plus the in-person work running games and managing rooms, looking for people who can learn about the games and work well with people explaining games and getting them set up playing with others. Hall costume awards. Scavenger hunt? Process documentation assistance. A PKD Awards second.

Other open positions:

- Streaming staff
- Sunday Event (previously things like Fannish Feud or Swap Meet)
- Census Manager (recording attendance and other info at events)
- Dances Producer
- Masquerade positions
- Convention Services Liaison

Norwescon's Speculative Film Fest

We'll be having our own short film festival this year, and we're already accepting applications. Will run Thursday and Friday nights. Have received over 70 films from 20

countries already and are planning for about 8 hours of showtimes. If you know of any independent filmmakers, point them our way! We are waiving entry fees for BIPOC creators and have made sure to have BIPOC judges.

DEPARTMENT BREAKOUTS

POST-BREAKOUT REPORTS

(I was late coming back, came back to the discussion about parties and COVID concerns. There was a lot of opinion and very little knowledge, so I didn't bother taking notes.)

Currently Norwescon is managing suite reservations as we have, and we have not said that we are not allowing parties. We are looking into the various concerns around parties and how they can best be managed safely. Please feel free to send feedback, questions, concerns to hotels@norwescon.org or chair@norwescon.org. We will be consulting with legal counsel and the hotel as we make plans.

Publications is looking for a Guidebook second to learn and take over updating the Guidebook scheduling mobile app. Also looking for a Lead Editor, who may not be editing themselves, but deals with the management of the editing team and making sure submissions go through the process.

Member Services has found Member Advocate and Info Table leads. Had some questions about the t-shirt vendor and that space now that OffWorld has closed. Execs have had some discussions about working with online print-on-demand vendors. Discussed logistics of moving the dealers into Grand 3, various table and booth sizes on the draft layouts, and writers' row tables.

Programming talked about workshops and classes. We will be offering two complimentary memberships based on financial need and marginalized communities, announcement will hit the website in October.

UPCOMING MEETINGS AND EVENTS

- ConCom: October 16, 2021
- ConCom: November 20, 2021
- ConCom: December 11, 2021
- ConCom: January 15, 2022
- ConCom: February 5, 2022
- ConCom: March 19, 2022
- ConCom: April 2, 2022
- Norwescon 44: April 14-17, 2022
- ConCom: May 14, 2022