



ConCom Meeting

Minutes

DATE SEPTEMBER 17 2022

SEATTLE, WA

Attendees: SunnyJim Morgan, Rob Stewart, Jenn Baker, Tim Ketron, Shawna Batty, Michelle Morrell, Keith Jewell, Katrina Marier, Adrienne Loska, Peggy Stewart

Apologies: Jeanine Swanson

Close of Department and Cross Department Meetings

Virtual Zoom Open

Thank you

Native land acknowledgement

Hotel in negotiations for the next 3 years 2025,2026,2027

Introductions and Announcement

Ice Breaker

Chair- Opening for Charities and Elections

Vice Chair

Secretary

Business Director- Opening for Auditor 2

Treasurer

Publications

Convention Services- Openings all IT department (2) and many technical or safety jobs

Programming Services

Personnel

Special Events Openings for gaming, pattern contest, Sunday event, dances hall costume,

Open close ceremonies

Member Services Club tables, Teen Lounge (under 25yrs old)

On Boarding of staff

New process/check list to get volunteers contact information, access and job descriptions, registration.

Rate Increase

\$85 until 12.31.22.

\$25 staff rate

Attendance Cap

Covid Precautions for site based on current case/DOH/State

No cap this year. We want to be in person

We will watch what is happening but will decide on precautions in 2023.

Hotel and ConCom space

Lounge space that uses our resources

Room1360 (Tower room-Presidential Suite) this will be convention/ greenroom/ staff support for members to hang out and snacks.

Safety and Code of Conduct Team

Safety had a change in 44. This year we will be talking about safety at every meeting. We want to make processes visible to the membership at large and populations that we want to protect.

3 changes to safety for NWC45:

- 1- Safety feed to get time sensitive information out to the populations. This will launch on a Twitter Feed (@nwcsaftey). To have one official source of information with broad information and time sensitive in the space
- 2- Code Of Conduct clarity. We have a “this may happen” events but we do not have a clarification on the actions that would have a member expelled from the convention/hotel and then we would start our investigation. The list is being developed with input from the greater membership
- 3- Code of Conduct process and investigation. There will be a fact finding the Code of Conduct team and 2 members will be assigned to investigations. The accused can request that 1 member of the CoCTeam can be replaced. Visible status the following date of in, date of report, brief description, if this is repeat report against a member at the, date fact finding begin, date fact finding completed and closed, status of the report. Published to a public
This will be sent out in email

Budget

In process and we will have a draft for October meeting. This will be made available on line

Department Report backs

Business Director- July 25th letter from IRS that we had not filed as a non-profit. We are working with an accounting firm to assist with the long form for being completed and retroactive. Once we are reinstated it will be retroactive to the original date

501c3 status has been asked to be removed from the web site

This is temporary with the federal government and should be reinstated once we have the reports completed.

We are still a nonprofit with the state.

Publications: working on the budget and timeline for deliverables are on time. On Boarding and hiring

Programming: Deadline of 9.25 for pro applications. We are now accepting panel suggestions for panel programming, including writing classes and hands-on workshops.

Youth Programming: If staff would like to help out in youth programs, they can commit a small amount of time - 1 to two hours if they would like to help with a craft or activity.

Norwescon Writers Workshop (NWW): Is currently accepting applications. Staff and volunteers are encouraged to participate.

Open positions: Encourage volunteers to join Programming Services and working the Programming Office (Pro Check-In/Green Room) during the con. Blue room pro suite needs staffing. GOH liaisons support is needed.

Special:

PKDick will be in person

Speculative Film Festival – Aug opened for submission. BiPoc free submission. 2 nights of short films. We will try to have flash warnings on films.

Many openings that need to be staffed.

Checking on usage contract for the fliers

Member Services:

Art show expecting to be open first week of Oct for submission

Dealers Room will be back in the original location.

Information Desk will have interaction labels or stickers to identify if individuals are open to be photographed, preferred pronouns, general approachability

Registration- Thank you Jeffery for being a mentor. Members 312 for nwc45. They will have a spreadsheet to give us a cumulative for historical data at the October Meeting. CM license lapsed and once this is cleared, we will have a kiosk. We have not lost any data

Day rate is pending.

Staff rate: \$25,

4 day membership from today to 12.31.22 \$85,

1.1.23 to April \$100,

Opening day \$120.

YA \$50 and kids under 12 free

Vice Chair:

Staff shirts that did not get picked up get them today. January will be free for all

GOH Committee- submit ideas for NWC46

Convention Service:

Getting staff into a virtual service since we have several platforms. Next meeting we will be settling on one

Will we be doing a virtual meeting? Will we use Airmeet? Executive team will meeting and settle on a virtual meeting platform

Timeline- Will be published in Smart Sheets

Public list published for known due dates. Allows us to keep continuity from year to year.

Parking: We need to have the original parking slip and this second one for the discounted \$10 parking rate.

Upcoming Geek Events

10.01.22 Geek Extravaganza in Everett

11.05.22 Geek Girl Con

09.29.22 Brick Con (Lego)

Board gaming to start back up in November

Norwescon's Bibliophiles

September book *Shards of Earth* by Adrian Tchaikovsky

October book *The Cabin at the End of the World* by Paul Tremblay

November book *Questland* by Carrie Vaughn

Social at Sunny Jim's Grandmothers house

Close