



# NWC47 ConCom December Minutes

DECEMBER 14, 2024

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Rob Stewart: Chair

Shawna Batty: Vice Chair

Michelle Morrell: Secretary

Felice Nightengale: Convention Services

Peggy Stewart: Programming

Wm Salt Hale: Personnel

Tonya Clark: Special Events

Tim Ketron: Business

Jenn Baker: Treasurer

Kat Marier: Publications

Alex Demboski: Member Services

## LAND ACKNOWLEDGEMENT

Norwescon acknowledges that we conduct our meetings and hold our annual convention on the traditional land of the Salish and Coastal Salish peoples, including the Duwamish People – the first peoples of what is now called Washington State. We honor with gratitude the land itself and the Duwamish Tribe: past, present, and future. This acknowledgment does not take the place of authentic relationships with indigenous communities but serves as a first step in honoring the land we are on.

## DEPARTMENT AND CROSS-DEPARTMENT MEETINGS - 11AM START

Breakouts for all!

## DEPARTMENT AND CROSS-DEPARTMENT MEETINGS - 1PM END

## EXECUTIVE MEETING - 1:10 PM START

## VOTES

Approving the November minutes, as presented via email.

**Michelle moves, Jenn seconds. Unanimous.**

**Pass**

Special Events would like 6 memberships to use as awards for Masquerade and other events.

**Tonya moves, Rob seconds. Unanimous.**

**Pass**

## EXEC MEETING - 1:15 PM END

## GENERAL OPEN MEETING - 1:15 PM START

Thank you

Introductions and Announcements

## CHAIR

Page Ahead as Community Outreach (<https://pageahead.org/>). Local and encourages childhood reading(especially at-risk populations), works to stop summer learning loss.

Please use aliases and not personal name emails when emailing as appropriate - example use chair@ instead of rob@.

DEI - Tabling for now as our provider cannot facilitate this year, are looking for someone who can provide training.

Will be doing the Chair tour for new and returning people during Norwescon. This was a big success last year.

## VICE CHAIR

Hotel numbers: Less than this time than last year.

	tues 4/15/2025	Wed 4/16/2025	Thurs 4/17/2025	Fri 4/18/2025	sat 4/19/2025	Sun 4/20/2025	Mon 4/21/2025	Tues 4/22/2025	Total
Contracted Guest Rooms	10	175	500	525	525	110	5	0	1850
Current Pick Up	4	132	220	230	232	64	3		885
Analysis									
Percentage of Contracted Rooms Picked Up			48%						
Minimum Required Percentage Picked Up			80%						
Minimum Required Room Nights			1480						
Minimum Additional Pick Up to avoid Performance Fees			595						

Timeline - Execs please look over the timeline and mark finished items as done.

## PERSONNEL

Open Positions: Convention Lounge Host, food will be separate from the lounge, need volunteers for both sides. Meeting hosts, recruit and welcome at ConCom meetings. Minions department, YA and late teen, build skills and resume. Training coordinators for DEI and other. Year round engagement, coordinator but also individual areas under this. If you want to volunteer but don't know where to go? Talk to Salt.

Social: Holiday party immediately following.

Volunteer recruitment.

Year Round Engagement.

Camping: Lake Sylvia, July 18-20 camping, thanks Todd Clark.

Bibliophiles: The Long Earth in January at Ben Schreiber's house.

Feb-April Philip K Dick Award nominee books.

James Hay year round gaming

## CONVENTION SERVICES

Storage inventory: Was completed.

Worldcon borrowing: Who owns inventory? Maybe business. To do - finalize who owns.

Layouts: Need ASAP, please review and get back to Citrak.

Felice will create a new Google Form for Logistics for things like tarps, partitions, refrigerators etc and send out a link.

Open positions: Someone with Visio experience to help layouts with crunch stuff.

## MEMBER SERVICES

Open positions: MS second, Registration assistance, art show, print shop.

New Accessibility Lead - Karen Radcliffe.

Department reportbacks

Art Show: Panels sold out, tables available. Can still be added to the wait list. Still need staff. Charity sales again in back of room with signage. Bring stuff to meeting or go to charities website. Considering five bid process for some of the higher value items.

Cloak room will happen as before.

Club tables: 10 applications so far.

Info table: Give your info sooner rather than later.

Dealers: More applications than space available.

Teen Engagement: Teaching Magic the Gathering, teen lounge, still looking for prizes.

Reg numbers: Black Friday/CyberMonday (NWC 47) = **66** sold (67% of all month-over, full-price sales (99) since Nov. ConCom).

Type	2024-09	2024-10	2024-11	2024-12	2023-12
Full	364	366	387	486	492
Staff	29	37	44	58	48
Youth	10	10	12	17	17
Lifetime	12	14	13	14	15
Child	8	8	10	13	12
Artist (N/A)	0	0	0	10	14
Staff Youth	1	1	1	1	0
GoH	0	0	0	0	0
Pro	0	0	0	0	1
Guest of Pro	0	0	0	0	0
Dealer	0	0	0	0	0
Club Table	0	0	0	0	0
Special	0	0	0	0	5
<b>Totals</b>	<b>424</b>	<b>436</b>	<b>467</b>	<b>599</b>	<b>604</b>

Badge art is Daggerwrist by Barlowe.



## PROGRAMMING

GoH Spotlight - Tracy Drain, Science GoH.

Meetup applications open.

Pro invites are out - invited 254, 25 said cannot, 25 have not answered.

Panel survey out this week.

Open positions: GoH Liaisons, Monster Mash.

## PUBLICATIONS

Newsletter deadlines: Please send to newsletter@ Newsletter content due ASAP.

Staff photo will immediately follow this meeting. Will be taking a screenshot of the Zoom meeting, as well.

Open positions: Photo second, accessibility.

On website - Posters and Flyers, easily printed flyers to print, email, post, get out the word.

## BUSINESS / TREASURER

Accountant meeting Nov 6th - 501c 3 filed - 3 to 4 months for response, approval will make our non-profit status retroactive.

Official dates of filings - in progress.

Updated state form to specifically say educational in our description.

State corp license filed - listed as charitable organization.

Savings interest rate back up - introductory rate expired, got our rate back up.

Receipts needed for all reimbursements, submit through your exec.

Start thinking of checks or cash you may need and let Business know in advance, if possible.

## SPECIAL EVENTS

Masquerade applications are open.

Single pattern contest on the website - two patterns, one with hood and one without.

Looking for organizations interested in doing photos in the lobby to support NWC.

Looking for musicians for concerts.

Open positions

Children's masquerade lead.

Masquerade volunteers.

The Speculative Film Fest is going strong.

Recognition to Dragonflight for partnering with NWC for gaming.

## SECRETARY

Onboarding: 161 positions, 137 people.

Onions and Roses will be going out to the ConCom list later this week.

Renewed the mailbox for another year.

If you haven't seen an onboarding email and you are working a job, talk to your exec or send an email to secretary@.

Be sure to register as staff, directions in your onboarding email, otherwise you won't be able to vote, get a tee shirt, etc. If you've registered in other ways, please email registration@ to assist.

Note:

Michael Hanscom has been working on the digital archives, there is a spreadsheet of what we have in the archives. The link is on the history page or [history.norwescon.org](http://history.norwescon.org). If you come across historic documents, please check and see if we could use a copy for the archives.

## GENERAL OPEN MEETING - 2:20PM END

### UPCOMING CONCOM DATES:

January 4, 2025

February 1, 2025

March 1, 2025

April 5, 2025

April 17–20, 2025 Norwescon

May 17, 2025