



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

SCHEDULE

- 10 a.m.—noon: Department breakouts. Find your department in the Arena.
- 10 a.m.—noon: Feel free to hang out at the virtual tables to chat and socialize once your breakouts are done.
- Noon—1 p.m-ish: Main meeting: Department reports and announcements

DEPARTMENT ANNOUNCEMENTS AND REPORTS

CHAIR / VICE-CHAIR

Elections

Kevin Black: Elections for NWC45 are coming up! Nominations will open at our March meeting and close at our April meeting. Please start thinking about whether you would like to run or nominate someone for an open position.

Positions are Chair, Vice Chair, and two GOH Selection Committee seats.

Nominations can be done live during a meeting or by emailing elections@. Nominees must be seconded and then accept the nomination to be on the ballot.

Hotel Update

952 of 1856 room nights currently reserved; we are currently at 51% of our contract.

State of NWC44

Norwescon 44 will be an in-person convention, on-site at the DoubleTree hotel; there will be a virtual component for those who cannot attend in person. The scope of the virtual component is being determined.

Canceling at this point was prohibitively expensive. While the hotel will not let us out of our contract, they are going to work with us to see where they can reduce costs given the situation.

We will be making several adjustments to preserve the health and safety of our volunteers, members, and the convention itself:

Norwescon 44 will be smaller. We are capping our membership at 1,000 attendees (including staff, pros, panelists, and performers). The membership rates will remain the same.

We may increase panel display space for artists in the Art Show and offer a rebate to Dealers to help make up for the lighter expected foot traffic.

We will be reworking what we offer to minimize our use of hotel space and to maximize social distancing and ventilation within the rooms we will use. These changes are likely to include:

Moving and combining the Pro Suite, Blue Room, con lounge, and various storage spaces to reduce the use of guest rooms.

Northwest 1 (formerly 1/3 of the Dealers Room) becomes a combined Green/Blue Room and Convention Lounge, with food and beverages provided by the hotel. Northwest 2 and 3 will be our main stage for programming.

Cascade rooms (where most paneling is held) will have the airwalls open to increase the room size for better social distancing, and the balcony doors will be opened to increase airflow. Balcony doors will also be opened in the Olympic rooms.

Evergreen rooms will be the convention office and dispatch.

The Art Show will stay in Grand 1. Grand 2 will be used for programming. Grand 3 will be the Dealers' Room and Writer's Row.

Other changes still in discussion include which events and programming will be virtual, how the virtual pieces will be handled (broadcast from the hotel, pre-recorded, or live but entirely virtual), youth programming options, and whether programming might start later and end earlier.

Budget Notes

TL;DR: Holding the event will cost us: \$8,200 (hotel fees alone, does not include all other operating and ongoing expenses). Canceling the event would cost us over \$200,000 (for breaking the contract).

Discussion/Q&A/Brainstorming

Q: Will we survive this? A: (Kathy) We are not in "about to dissolve" territory, nor will be soon. The past three years have been rough, and we're very thankful to the responsible fiscal stewardship of past teams for giving us the cushion to get through this. We're not in dire shape and about to fold, but we do need to be cautious and think about how we can build money back up for future rainy days.

Q: How soon will there be decisions that will affect the layouts? A: (Veronica) Programming and special events planning has been paused as we figure this out, we understand the concerns and will have info soon.

Q: Are we keeping our AirMeet contract for another year? A: (Alan) Not decided yet. AirMeet does have new pricing options that might make it more viable. We will be discussing that. We are also looking at whether we could adapt to doing everything through Discord, combining Discord and Zoom, and other various ways of putting different pieces together.

Comment: Appreciate all the work and service of the Exec Teams of the past few years of getting us through this. Recently attended Worldcon/Discon III, which did a hybrid format. Some panels were live, some were virtual, some were streamed to program rooms without interaction between panelists and live attendees, some were live but streamed out with a moderator who could capture remote questions/comments. Very much preferred the final style (live, streamed, with someone bridging the two).

Comment: People are stretched thin, asking for much virtual interaction beyond streaming may be too much for people to handle at this point. Sounds like fiscally, without a way to break the contract, going live is what we have to do to keep the con alive. It's not "everything's fine", it's what we have to do, so let's do it safely.

Comment: Quote from mission statement – "...to provide public opportunity...etc....equitable and just society." Believe it's imperative we provide a hybrid convention. In order to support immunocompromised members and others who cannot attend, very important that events,

panels, etc. be streamed/broadcast in some way. Want to make sure we clearly value marginalized people, look outside of our own perspective and privilege.

Q: Will we be doing food service at all? A: We have already been trying to decrease our liability and work with the increasing restrictions of the hotel to decrease the complexity of the food options we provide. Generally, means not doing things like meat and veggie trays that require a lot of prep and handling, instead using pre-packaged items that can be quickly distributed without the food being directly touched. Covid protocols are an extension of this.

SECRETARY

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@ 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 yet done so, 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.

BUSINESS / TREASURER

Nothing much beyond what was noted earlier in the NWC44 budget discussion. Each department is already looking at how they can reduce their budget, with a target of 25% reduction.

If your employer does volunteer matching, compensation, or donations, we would greatly appreciate the help! Give them the business@ contact email when you set it up.

Shopping at smile.amazon.com helps!

If you want to donate to Norwescon directly, there is a button on the Norwescon website (bottom of every page). We don't currently have a way to do automatic monthly donations, but it's something we can look into.

We did make money from Waypoint donations; how much is currently unknown because that was yesterday.

If you've spent anything and need to be reimbursed, please work with your Exec and business.

If there are any ideas for fundraising events or other ideas, please reach out to us!

Still looking for a good t-shirt vendor. Any pointers would be appreciated! Send to either business@ or treasurer@ or robstewart@.

CONVENTION SERVICES

Have had a lot of meetings over the last month discussing Covid safety. Have a proposal to the Exec team on how we want to handle safety at the event. Are continuing to work on the reorganization of the safety team. Discussing tech needs and what we would need for a hybrid convention (in various forms).

We do need help! If you know of anyone interested in helping (particularly in tech, as we look at hybrid possibilities), please [get in touch!](#) We will be able to do training, working with IATSE

(some ConCom members are IATSE members). Will need a lot of volunteers, particularly lighting designer.

We are in the process of negotiating a contract for a new storage space, but it is slightly smaller than our current multiple storage spaces. Transportation will be meeting people at the current storage unit on Jan. 29 to start going through it with an eye to see what we can get rid of. If you want to help or have questions or concerns, please [get in touch](#) (the event itself will not have many people for Covid safety reasons).

Comment: Thanks to the tech people for all the work putting on Waypoint yesterday!

MEMBER SERVICES

Club tables: 13 applications so far. Will be offering a choice between 6'2-people with more space between tables, or tables a little closer together with only one person per table.

Dealers: 41 applications so far; 63 tables available in Grand 3 and 12 down the hallway. Currently considering having Writers Row in Grand 3 with the Dealers to keep the halls clear.

Info table: Will have a display screen with the daily schedule and QR codes leading to Guidebook. We'll also provide a printed stack of daily grids.

Art show: 51 out of 134 panels, 19 of 30 tables, still lots of space available. May be rearranging to provide more space between aisles, more space for artists, possibly bringing Art in Action back into that room, putting up a historical display. No art reception this year for safety and budget reasons. Will need help setting up on Wednesday/Thursday.

PERSONNEL

We had a lot of people signed up for DEI training, not everyone has completed it yet. Please complete that if you haven't yet!

Have been putting together a list of snacks and dry options to provide during the con. Current plans:

DRY SNACKS granola bars (hard), soft & chewy granola bars protein bars, nutri-grain bars, Z Bars, Kind Bars assorted chips, cheez-its & sunchips popcorn, popcorners or skinny pop corn nuts, pretzels wheat thins, animal crackers gluten free cookies belVita cookies peanuts, cashews, almonds, trail mix

PACKT ITEMS tea coco coffee apple cider instant soup instant oatmeal

FRESH FRUIT easy peel tangerines apple slices bananas grapes

OTHER string cheese yogurt

Summer picnic should happen this year!

Camping trip is scheduled (same info as last month)!

Book club meeting tomorrow to discuss Jacqueline Carey's *Starless*. Next month is Cat Rambo's *You Sexy Thing*. Look for us [on Facebook](#) or email Kevin Black or Myke for more information.

PUBLICATIONS

We will have a daily 'zine! It's mostly virtual already. What we need is for people to submit to the daily zine at the convention! Great task for teens. Things like "overheard", neat things seen, what was going on, reviews of panels/events/general goings on. Can have staff reporter positions. If you are running masquerade or contests and have winners to announce, please send that into the zine as quickly as possible.

Budget issue: Our program book is very expensive to produce; cheaper per book when producing more than 1,000, but we don't expect to hit our 1,000 person cap, so program books are likely to be spendier this year (\$5-6000). Last year we distributed the program book as a .pdf download with a small number printed for collectors. Considering going that route to save money (and many people don't onto their program books and they just go into the recycling anyway). Feel free to provide thoughts/comments/questions to publications@.

Pocket programs: Understand they're popular for those who don't have smart phones, but for cost reasons, we will probably not be printing them and instead go solely with Guidebook. We will have paper copies of the grids.

PROGRAMMING

Thanks to Jeanine, Rob, and Pat for their work negotiating with the hotel!

While we've been discussing on whether we'd be in person or virtual, programming necessarily for a bit. Have kept in contact with the pros, but there has been progress on panel selection and other behind-the-scenes work. With a solid plan for moving forward, will be contacting all the pros to determine who is comfortable coming in person and who isn't and making final program decisions.

Will be a modified programming schedule with fewer panels on each track to accommodate the fewer rooms but will still look very much like you've come to expect. Will be making some changes to the youth programming tracks, and probably not offering programming for the younger children (for Covid safety and immunization reasons) but are looking at putting together activity kits for the younger ones. Will focus youth programming on tween/teen programming.

Writers Workshop has three moderators (Cat Rambo, Curtis Chen, and Shweta Adhyam) who will be offering critiques for the participants. Very grateful to the coordinators, moderators, and all who have submitted manuscripts.

SPECIAL EVENTS

Similar position to programming, in that were waiting for the go/no-go decision. Will be formalizing things more now that we have that.

Single Pattern Contest has chosen and announced the pattern.

Film festival submissions closed on Dec. 31. 115 submissions totaled about 20 hours of content, will be cut down to about 8 hours of finalists. This raises about \$320 for us in submission fees.

Philip K Dick Award nominees have been announced! All info is on our Facebook page [and website](#). Six nominees this year; one is a two-time nominee (Tade Thompson was nominated last year). Lots of international nominees this year.

UPCOMING MEETINGS AND EVENTS

- ConCom: January 16, 2022
- ConCom: February 5, 2022
- ConCom: March 19, 2022
- ConCom: April 2, 2022
- Norwescon 44: April 14-17, 2022
- ConCom: May 14, 2022