



NWC46 ConCom November Minutes

November 4, 2023

Attendees:

Chair – SunnyJim Morgan
Vice-Chair – Rob Stewart
Secretary – Michelle Morrell
Business Director – Tim Ketron
Treasurer – Shawna Batty
Convention Services – Felice Nightengale
Member Services – Alex Demboski
Programming – Peggy Stewart
Publications – Kat Marier
Special Events – Tabby L Rose

Apologies:

Personnel – Grace McKelvy

Exec Meeting - 11:00 am Start - short agenda (Zoom link opens)

Votes:

Health and Safety Policy

Voting on adding language re: encouraging masking and regular testing - language at end of minutes

SunnyJim moves
Rob seconds

Unanimous- PASS

Votes done

Business

Update on invoicing/processing - machine will be provided for testing.
Make sure large expenses go through exec.

Convention Services

Inventory day at storage unit on December 2nd, need five more people. Lunch will be provided.
10am - until done

Theme for December - Winter Holiday sweaters or garb

Social here next month in Presidential Suite - food, white elephant gift exchange - more info to go out via email

Photo op - staff photo will happen at social

Exec Meeting - 11:11 End

Department and Cross-Department Meetings - 11:11 am Start
Department and Cross-Department Meetings - 1:05 pm End

General Open Meeting - 1:06 pm Start

Thank you
 Native land acknowledgement
 Walk forward to mic
 Introductions and Announcement

Chair

Exec meeting recap
 Voted on Health and Safety policy - passed
 Tabling at Orycon
 Would love to see you there, please come
 Worldcon - Seattle won! seattlein2025.org, volunteers@seattlein2025.org
 Norwescon started as a practice con for the 81 Worldcon bid, we lost, but Norwescon

kept on going!

PR - talk to people out in the world. Everyone can do something. We have fliers. Can get business cards, talk to publishing if you would like some. There is a vast pool of people out in the world with the same interests as us, let's find them.

Vice Chair

Parking ticket info - two part tickets, get one at gate, second one you get at meeting which gives you discount. Three machines in building, one at gate. Can pay for parking at any of them, just save the final ticket to get out of parking lot gate.

Hotel update

	tues 3/26/2024	Wed 3/27/2024	Thurs 3/28/2024	Fri 3/29/2024	sat 3/30/2024	Sun 3/31/2024	Mon 4/1/2024	Tues 4/2/2024	Total
Contracted Guest Rooms	10	175	500	525	525	110	5	0	1850
Current Pick Up	4	102	182	189	191	58	4		730
Analysis									
Percentage of Contracted Rooms Picked Up				39%					
Minimum Required Percentage Picked Up				80%					
Minimum Required Room Nights				1480					
Minimum Additional Pick Up to avoid Performance Fees				750					

Staff wing - go to website and staff site ... look for staff room requests. Staff wings are third floor tower or wing 7. Hotel reservation number needed so book room first then go to website and request staff room. Staff rooms get automatic late checkout on Sunday.

GoH Update - Jim Butcher - reading Tuesday University bookstore reading

Guests of Honor



Jim Butcher

Writer Guest of Honor



Charles Vess

Artist Guest of Honor



Dr. Raychelle Burks

Science Guest of Honor



Clarkesworld
Magazine

Spotlight Publisher



Kate Alice Marshall

Special Guest

GoH Selection for 47 - need ideas, send ideas, gohcommittee@, goh@, chair@, rob@

Special Events

Updates -

Film festival - final deadline is Dec 15th - mid 90s submissions so far, 75 last year

Gaming - google forms for submitting for game you want to run nov 15th - link on social media and on website - Jan 3rd for playing deadlines

Performers for variety show - need items - 10-20 minute performance or skit or would love to see more. specialevents@ for suggestions

Open Positions - check website for open positions

Single pattern lead covered - pattern coming soon - one pattern is chosen, and people can create their own version of this and compete or just exhibit

Programming

Invites for pros out next week

Need panel suggestions

Open positions - someone to run pro suite and host pro social at night

Meetups - taking meetups, form is on website to register - get together in a casual space - fabric swap possibility

Norwescon writer's workshop info on website - submission deadline usually in December

Secretary

of positions onboarded so far - 102

If not onboarded yet, please talk to your exec

Member Services

Department report backs

Reg - 483 reg (402 last year) - 4 day fully paid was 375 is now 400

Accessibility - BIPOC Lounge coordinator lead possibility, mobility scooter rental possibility ongoing with business feasibility study

Art show - Accepting applications, filling up but still room. Go to website. Looking for staff.

Dealers - Lots of applications, filling up, go to website to apply

Info table - Waiting for info. Want to work? memberservices@

Club tables - 11 applications, invites to everyone from last year. Ahead of where last year already.

Open positions - Art in Action Lead

Volunteer spotlight for social media - Looking for various members of concom to talk about jobs they've done or are doing. What exactly it means when we say we want volunteers. Pic, , share out experiences. Publications excited. This is not on execs, this is on all our regular volunteers. You are the people who make the con happen. Completely voluntary.

publications@norwescon.org Will be written by publications, they will interview the volunteer.

Cyber Monday Membership Sale - One day only, \$75 instead of \$85. Workshopping the idea. Instructions how to buy for another person.

Publications

Newsletter - First of the month. Send content early, has to go through editing. Do not send the day before and expect miracles.

Open positions - Webmaster second, pre-con signage (design, inventory, ordering).
publications@

Photo op for December - Bring best smile next month, this one is going in the souvenir program book

Guidebook - Can use help

Business / Treasurer

501(c)3 Update - Had to start from scratch, long form. Partial report next month as a Christmas present.

Money in to date - Made 10% of budget so far. Jan is when we see money rolling in.

Replacing pads for registration, will be compatible - Meeting this week with bank. Plan is in place.

Large purchases - Contact exec, go through business for \$, try to avoid paying out of pocket

Convention Services

Staff parking guidelines - No such thing. "Reserved section" 30 spots only ... only for people who have to move cars in and out on convention business.

Bids for grand 3 rentals, not back yet.

IT - Should receive email from IT by next Concom meeting from Keith saying "I believe this is what you need from IT." If no email and you need stuff, Keith will talk next Concom. If you don't see what you need in that email, contact Keith at next meeting.

Layouts - Draft layouts going out. Reminder later this week. Don't see one, go to layouts@. Reviewed and back by end of November.

Open positions - 4 hours a day Safety ambassador, staff membership and shirt for \$20. 16 and up.

Personnel

Social - Meet up afterwards for rides - IKEA food court

December social - Have a suite, gift exchange, approx \$20 limit, will be food of some sort

December meeting Cascade 9 & 10

Worldcon in China, sponsored Alan and Kevin representing the Seattle bid. Excited about being part of a world community of science fiction. Whole new convention center in the shape of a spaceship, a Hugo hall, lots of children, about 200 student volunteers from local college. Sponsorship and corporate support, inspired to bring people from all over the world to Seattle. Representation, translation, all possible. Magazine Scifi world translations from all over the world, China doing a lot of work to get works translated. Neil Clarke, forefront publishing Chinese writers in Clarkesworld magazine, GOH Norwescon. Worldcon is around 6k members, China was far more but much larger metropolitan area.

General Open Meeting - 2:21 pm
End

Health and Safety Policy Language as voted on

Norwescon will follow all public health laws and emergency directives in force at the time of the convention. Unless local or national laws or guidelines change with respect to COVID-19 or large public gatherings, Norwescon 46 will not impose a mask requirement or a policy requiring proof of vaccination. Volunteer staff, members, and guests are strongly encouraged to test for COVID-19 prior to arriving on site, and may mask or not mask at their own discretion. Harassment of others for their choice to mask or not mask will be considered a Code of Conduct violation and may result in a forfeiture of membership/removal from the convention without refund, liability, or compensation. Although we will not be checking vaccination cards, Norwescon encourages all members to be vaccinated and to stay up-to-date with vaccinations against COVID-19 and other communicable diseases.

Please be advised that a risk of exposure to communicable disease, including COVID-19, exists in any event or public space, including at Norwescon. Prior to registering for and attending Norwescon, each member should read the latest CDC guidelines for prevention. By attending Norwescon, you acknowledge this inherent risk on behalf of yourself and any minor for which you serve as guardian.

Please do not attend Norwescon if you feel sick or test positive for a communicable illness, including COVID-19 within the period of recommended isolation or quarantine. If this occurs, your membership(s) will be transferable to other attendees, or may be rolled over to the following year, which we will be happy to help with if you contact registration@norwescon.org.