



# NWC46 ConCom January Minutes

January 13, 2024

---

## 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  
Personnel - Wm Salt Hale  
Programming – Peggy Stewart  
Publications – Kat Marier  
Special Events – Tabby L. Rose

## [Exec Meeting - 10:16 am Start \(Zoom link opens\)](#)

Timeline - It's up, on the shared drive, execs can edit. Please review and add items as needed.

Ribbons - Put in your order ASAP.

Publications capital expense desired - Pipe and drape.

This is for the photo area in the main lobby, the scaffolding that the photo backdrop hangs off.

The existing one is rickety and dangerous.

Could rent, but cost would quickly overrun the price of buying.

Question re: weights for base - Kat will check.

Question re: in stock and available? Probably yes, industry standard, nothing special.

Side discussion on who owns the photo area - Answer: publications/photographers.

Will need a new NWC backdrop eventually, bigger, nicer

## Votes:

### **Pipe and drape capital expense**

Purchase new scaffolding the NWC backdrop hangs off for the photo area in the main lobby

Kat proposes

Alex seconds

Sidebar: Up to \$550 budget

All in favor

## PASS

### Votes done

It is time to think about signage, check the spreadsheet in the exec drive for existing signs. Signage request form online - Kat will check to make sure it's up-to-date, works.

Tabby: Can we have a board in the lobby for posting things? Alex says talk to her re: info desk doing signups. SJ says there are lots of places to post flyers in lobby and down halls if we wrap columns and also scenery flats we can place in hallways. Also artist easels. Definitely need more signs directing people to the rotunda. Peggy: Quarter page map perhaps with the route.

Discussion re: pocket program not being as timely as Guidebook. Thoughts of disclaimer on it: this may not be current, go to Guidebook for most up-to-date information. "For reference only, subject to change."

Question - is Guidebook available as a webpage or just an app. Yes, available on the web. Also the program is on our website and is up to date. Peggy points out that it's also a good resource for execs to see what happened in the past.

Felice - No budget for video wall - \$25k. Can do a rear screen projection in Grand 3, runs \$8k low end, she does not have the budget. \$6k lights, \$2k audio. Felice wants an increase in budget.

Question: What do we use the screen for? Masquerade. Artist GoH stuff. Rocky Horror can be done the same as the film festival. Can we try to do without? Something to consider.

Current 12x12 screen available, along with two side screens.

Michael said it helped a lot with the dances. If we get rid of the big screen, will we still have smaller screens available? What is available for lighting, display? These are questions for tech services. If not renting a screen, can maybe rent dance lighting. Felice needs specs of what we expect in Grand 3 so she can make sure it's delivered.

Theme for February (Tropical)

**Exec Meeting - 10:53 End**

**Department and Cross-Department Meetings - 11am Start**

**Department and Cross-Department Meetings - 12:59pm End**

**General Open Meeting - 1pm Start**

Theme is fortuitously "cozy"! 49 degrees in here, wool!

Thank you

Native land acknowledgement

Introductions and Announcement - Exec team introductions

Walk forward to mic

## Chair

Exec meeting recap - Voted and approved capital expense for pipe and drape.

Projection in Grand 3 will be discussed outside of this meeting.

Elections - Nominations open at the next meeting and March (possibly a week before for online nominations). Voting opens online about a week after the March meeting, about a month total for voting.

Need a date for post-con meeting. Potentially April 13.

Charities - Space at art show for donated items, sold direct sale - Young Black and Brilliant is the charity, young people book club, reading a sci-fi book for first time and going to Norwescon as a field trip. Donations - bring to art show. If special, let us know in advance so we can feature on social media. Will take stuff up through Saturday.

Ribbons - If you need a ribbon for your sub-department, let your exec know ASAP.

Timeline up - It's in the all-staff drive. Please don't edit, just make comments. Advice, opinions, corrections - all welcome.

## Vice Chair

Don't forget your parking ticket for discount parking.

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	5	155	356	383	385	87	5		1376
<b>Analysis</b>									
Percentage of Contracted Rooms Picked Up			74%						
Minimum Required Percentage Picked Up			80%						
Minimum Required Room Nights			1480						
Minimum Additional PickUp to avoid Performance Fees			104						

NWC46 (current) 74%

NWC45 at this time 47%

NWC41 was almost exactly the same as now, and we hit the numbers that year.

Staff tee shirt vote - Unfortunately mock ups are delayed due to COVID.

Choices: Forest green with silver, brown with silver, brown with green.

If you haven't registered for a room as staff yet, do so and send in a request for a room in the staff wing, the form on the website. Get a hotel room first, send in a confirmation number to get in the wing. Benefit: Free late check out on Sunday.

Remember to register as staff with your tee shirt size by the Feb meeting if you want a tee shirt.

If you want to vote, register by the Feb meeting, if you register after this date, email elections (if you want to vote). Send an email to Kevin.Black@ or elections@.

## Convention Services

Layouts - Read your layout emails and respond!

Logistics - Truck is reserved for move in and move out.

A/V Services - Looking forward to BBB (Big Bad Book meeting, where the entire convention schedule is laid out and all tech/AV/furniture/etc needs are recorded.)

Grand 3 tech - Had to cancel the giant screen wall, looking at other options, budgetary reasons, due to COVID price was super reasonable last year. \$25k for this year. Need to advertise no video wall for those planning on it (ie: Masquerade).

Safety - Need ambassadors, door guards, line managers, leads who can pass a background check, etc. Age requirement? Not really.

### **Secretary**

Number of positions onboarded so far - 171 positions, 134 people.

If not onboarded yet, please talk to your exec (especially if you want a tee shirt).

### **Personnel**

Social - Seaports today after meeting.

Open positions - Convention lounge hosts, meeting host - ConCom hosts - arranging post con socials, greeting new volunteers, volunteer support lead (gathering requests from departments, placing volunteers, table at con staffing), year round engagement coordinator (book club, pride parades, etc) all listed online. <https://www.norwescon.org/get-involved/volunteers/open-volunteer-positions/>

Teen Engagement - Teen lounge will be the base, also space for programming for a daily meeting. Currently taking donations - anything can turn into knots (rope, yarn, ties) - next year is sewing, so fabric or needles or aida or hoops. Jenn can take this year to store for next. Next up: Zoom meetings to interview Shire Elders.

Cloak room - Right across the hall from the art show now (behind registration, open) 24/7, taking items for art room check. Will accept lost and found, high value items go to the office. Hotel takes everything at the end.

Looking for someone to organize teen runners, which is more active volunteering at con.

Community Building - Book Club - Meeting next Monday for Ancestral Night by Elizabeth Bear, Philip K Dick nominees selected for Feb and March. "Where Rivers Go to Die" by Dilman Dila and "Infinity Gate" by MR Carey will be Feb and March books. The March meeting is at Norwescon. Dealers has been working with a booth to have PKD nominees and GoH books on site. Norwescon Bibliophiles is online via Facebook or email Kevin for Zoom link.

Camping trip - The Norwescon Camping Trip is back! Join us for a weekend in the woods. We've got a group camp site at Kitsap Memorial State Park, outside of Poulsbo, for the weekend of July 26-28. Cost varies, depending on how many people join us, but typically runs \$15-20 per person for the weekend.

To RSVP, or to just ask questions, email SunnyJim at [sunnyjim@norwescon.org](mailto:sunnyjim@norwescon.org).

### **Business / Treasurer**

501(c)3 Update - Still working on it.

Non-profit with Washington state now.

Seven New devices for CC processing, can pay registration fees at the ConCom meeting now. Wireless, four for registration, three for art show. Training will happen for art show and registration. Hope to have training onsite at the next meeting.

### **Publications**

Newsletter - BBB meeting is at the end of month so now is the time for the newsletter.

Signage - Now is the time to think about signs at the convention. Talk to your exec if you have requests.

Zine - Want to make it more interactive and have its own personality. Not just a place to update the schedule (that's the website and Guidebook). Want to do pieces from past newsletters and zines, send in early so can plan early (Overheard last night, Only heard at con, scavenger hunt perhaps, geeky puns, micro stories, puzzles, etc.) Send to [caitlin.cormier@norwescon.org](mailto:caitlin.cormier@norwescon.org) - [zine@norwescon.org](mailto:zine@norwescon.org)

Editing is taking items like for for dealers, club tables, etc. After editing it goes to the pocket program and Guidebook.

Program book - Gathering ads.

Photos - Want people to donate pics, such as flickr acct of years past.

Website, Social Media - Adding as they come along and go through editing. Dances page has been updated - request songs! Send us stuff for the website and social media! Content!

### Special Events

Philip K Dick Award nominees have been announced:

DANGED BLACK THING by Eugen Bacon (Apex Book Company)

THE MUSEUM OF HUMAN HISTORY by Rebekah Bergman (Tin House)

INFINITY GATE by M. R. Carey (Orbit)

WILD SPACES by S. L. Coney (Tordotcom)

WHERE RIVERS GO TO DIE by Dilman Dila (Rosarium Publishing)

THESE BURNING STARS by Bethany Jacobs (Orbit)

One author confirmed so far - S.L. Coney. Dila is trying to get a VISA from Uganda. Bergman is hoping, checking her plans. Bacon wants to but is in Australia and not sure if can afford to come. Question: Can people get their books signed? Yes, attending authors do autograph sessions.

Speculative Film Festival - Judges will be finished on Monday, then Shawn has to pick. 139 submissions. Between 30 and 50 films will make it, depending on length. Announcing the slate in early February. Raised approx \$500 so far with entrance fees.

Dahlia who is leading Rocky Horror will be Masquerade director. Looking for Masquerade help. Kid ninjas, etc. Met with Peggy and Rob and was shown the route and green room. Grand 3 was occupied but got lots of info. 2 out of 3 judges have been hired. Have asked someone to be den parent and runner. Need more runners (escorts for contestants).

DJ Wudi, Thursday dance, Fandom Mashup, wear your fandom!

DJ MC300Baud, Friday dance.

DJ Modest Pup, Saturday dance, FaeBall - first 20 minutes fae music, then regular dance music.

Still can use volunteers to help decorate and set up.

Gaming - Signups are open, DMs and game runners trickling in. Expecting flooding in next month as per the norm. Game library Dragonflight/Alexandria will be in Cascade 12, open gaming Cascade 11. Open gaming in Cascade 11 will be 24/7, library in Cascade 12 locked after people go to bed but some games will be left in Cascade 11 for usage.

Some gaming in Rotunda, and same tables available around con for overnight usage.

Rocky Horror yay! Troop has negotiated a better price and will hold the license, while Norwescon will host the event. Friday night.

No variety show, will be a full Rocky show instead. What will we do about showing an R-rated movie, deciding where and when and what time - still under advisement.

New since last time - Sunday Unconferencing salon. If you are a subject matter expert about a con-related topic, you can have 3-10 minutes to present and share your knowledge. Signups for you to list your topic. Thought to possibly change name. Live reading of "Verily, A New Hope" - Shakespeare reading of Star Wars.

Social games coordinator - Charades Friday and Saturday, each hour is a different theme - Star Trek, Star Wars, more to be announced.

Speed friending is happening.

LARP - Need gamer/actors, Critical Role fashion, potentially screen in the background. If you want a role or just one line or want to be a background extra, contact [specialevents@norwescon.org](mailto:specialevents@norwescon.org).

### **Programming**

Lots of Zoom meetings. Solidly into scheduling tracks. About 25 tracks. 204 pros signed up. Hundreds of hours of programming. Starts 2pm Thursday in multiple rooms. Wall to wall paneling (and not the 70s kind).. Late night panels until 9pm with exception of alternative lifestyles which go to midnight. Every track lead but one has replied and accepted a meeting slot for scheduling. Programming services - Could use more: pro check in, guest liaisons, etc. Monster mash - kid version and adult version this year.

Youth track - Shocking lack of yarn, will be making faerie or gnomes, faerie gardens. Ribbon, trim, 1/2 inch wooden beads all needed. Also clear deli containers to build in. Donations for this go to Peggy.

((Technical difficulties as Zoom crashes, 20ish minutes to resume))

### **Member Services**

Department reportbacks

Accessibility - Working to find a BIPOC Lounge Coordinator

Info Table needs departments to starting reaching out with requests for items to be carried at Info Table

Art show - Everything sold but for one table. Art in action set to happen in the art show room. Bags will be checked in across the hall at the Cloak Room.

Staff need to register, the Secretary will send out reminder emails.

Club tables - New and notable are King County Library System and Mob City Roller Derby.

Dealers - Acceptance letters have gone out, rest on the waiting list. Working with someone to have a table with the GoH and Philip K Dick Award nominees's books.

Registration numbers - (current vs last year) -

Type	2023-09-09	2023-10-13	2023-11-03	2023-12-08	2024-01-13
Full	343	376	397	492	635
Youth	12	13	13	17	18
Child	12	12	12	12	16
Lifetime	2	9	13	15	16
GoH	0	0	0	0	0
Pro	0	0	0	1	0
Guest of Pro	0	0	0	0	0
Staff	0	28	36	48	58
Staff Youth	0	0	0	0	0
Dealer	0	0	0	0	0
Club Table	0	0	0	0	0
Artist	0	1	1	14	16
Special	5	5	5	5	5
<b>Totals</b>	<b>374</b>	<b>444</b>	<b>477</b>	<b>604</b>	<b>764</b>

Type	2022-09-27	2022-10-20	2022-11-19	2022-12-17	2023-01-21
Full	292	344	375	425	529
Youth	8	10	10	11	15
Child	10	11	11	15	21
Lifetime	2	2	2	2	6
GoH	0	0	0	0	0
Pro	0	0	0	1	1
Guest of Pro	0	0	0	0	0
Staff	1	1	4	11	30
Staff Youth	0	0	0	0	0
Dealer	0	0	0	0	1
Club Table	0	0	0	0	0
<b>Totals</b>	<b>313</b>	<b>368</b>	<b>402</b>	<b>465</b>	<b>603</b>

**General Open Meeting - 3:03pm End**