



NWC48 November ConCom Agenda

November 1st, 2025

Present:

Chair - Rob Stewart (virtual)

Vice Chair - Shawna Beatty

Personnel - Wm Salt Hale

Business - Jenn Baker

Treasurer - Tim Ketron

Member Services - Alex Demboski

Programming - Peggy Stewart (virtual)

Special Events - Tonya Clark

Publications - Kat Marier

Convention Services - Felice Nightengale

Regrets:

Secretary - Rachel Rauch

(minutes taken by Michelle Morrell)

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

Newcomer Welcome

10:30 to 11 a.m.

Executive Introductions

11 to 11:10 a.m.

Got announcements for the end of the meeting? Tell Rob.

Breakouts

11:10 a.m. to 1 p.m. (Choose the virtual breakout room for your department)

Executive Meeting - 1:03 pm start

New Business

- Oasis/Quiet room setup - Member Services would like to investigate the addition of a Quiet Room (called “Oasis Room”).
 - Needs: A dedicated room (accessibility is important. Preferred no stairs or elevator). Financing (has been declined in the past due to cost, potentially could be part of the offset if/when we meet our room block).
 - Have: A team in place ready to take over. A need (requested many times in the past. Provides a space for people to take a break without leaving the convention. Keeps people from leaving and not coming back).
 - Discuss: Execs will take offline for more discussion.

Votes

- October Meeting minutes
Rob moves, Alex seconds - unanimous
PASS

Exec Meeting ends 1:12pm

ConCom Meeting - 1:12pm start

Upcoming ConCom Dates

- December 6, 2025
- January 10, 2026 (online only)
- February 14, 2026

- March 14, 2026
- April 2, 2026 (Exec meeting only)
- May 9, 2026 (Location TBD)

- Thank you for attending and volunteering.
- Introductions and announcements: Crystal has stepped down as Secretary - new person Rachel Rauch (yay!).

Chair

- Norwescon 50 planning committee: Rob owes emails to those interested. Rob will get it up and running by the December meeting.
- Social media updates: Please follow on Social Media and like everything they do, leave comments, share if you are so inclined. [Facebook](#), [Instagram](#), [Mastodon](#), [Bluesky](#), Threads, Pinterest, [LinkedIn](#), Discord - please join the public facing Discord and engage.
 - To submit content: there is a form on the [website](#), or send an email to socialmedia@.

Vice Chair

- T-Shirt Reminder: There are still last year's unclaimed staff shirts, you have until December meeting to claim yours, otherwise they're going out to all for the next in-person meeting.
- Hotels: Contractual reservations:
 - Tuesday: need 10 reservations, have 4
 - Wednesday: need 175, have 88
 - Thursday: need 500, have 175
 - Friday: need 125, have 179
 - Saturday: need 125, have 180
 - Sunday: need 110, have 76
 - Monday need 0, have 1.
 - Total: need 1,045 nights have 703 currently. On track from last year.
- [Form for suites is online](#) and ready to go.
- Question: If a member books a hotel room with points does it count towards our room block? We believe no. Pat will double check.

- Guest of Honor (GOH) Recommendations? Email gohcommittee@norwescon.org - for 49 and beyond.
- Criteria for GoH? Listed on the [website FAQ](#), it varies between GoH.
- Former guests? It's on the website and the wiki. Both wikipedia.com and through [Norwescon's wiki](#).

Special Events

- [Masquerade](#) and [Single Pattern Contest](#) signups are open: via website.
- Special announcement: Gaming is expanding - using the bump-out spaces in the corridors on each floor.
- Concerts: 10 concerts are already scheduled! 9 panels up in Maxis potentially. And four other concerts potentially.
- Film Festival: Final deadline coming. First deadline Nov 21st, late deadline Dec 5th (costs more). Over 150 submissions and have starting judging. Plenty of judges.
- Maxi,s: Gaggle of Geeks comedy coming back. Drag variety show for Sunday in the works. Karaoke coming back, planning special kids karaoke. More of everything. 10am until late.
- Labyrinth: We will be showing the movie with a shadow cast! Posting for auditions in December.
- Open positions: Masquerade Technical Director, Masquerade On Deck Director (backstage contestant wrangling etc) and other positions available, please see [open positions page](#) for updates - Hall costumes position has been filled.

Personnel

- Sign-in reminder: Please sign in that you are attending up front on the physical paper sheets. This is important for our 501(c)3 status.
- Year-round engagement
 - Campout dates - July 10-12 @Bayview state park near Mount Vernon.
 - Book club - uptick in new attendants for October's discussion on Dungeon Crawler Carl. November is Old Man's War by John Scalzi, December is The Devils by Joe Abercrombie. January's meeting will be in person, book and location TBD. February - April books will be Phillip K Dick Award nominees. Check the [Facebook group](#), Norwescon webpage, other social media.
- Open positions: Check the [Open Positions webpage](#). Personnel specific: Year round engagement coordinator (Pride parade, garage sale, gaming, etc), Personnel Second, Meeting Greeter to welcome new members, someone to coordinate after-concom socials, Convention Lounge hosts, Minions (age 14-24).

- December meeting: Staff photo reminder, around 2:30 - 3pm after the meeting, photo goes in the souvenir program book. Holiday party immediately following in the Presidential Suite (1360), potluck (heavy appetizers, desserts, beverages), White Elephant gift exchange around 5 or 6pm - book or literary related gifts encouraged. Wear your holiday hats and ugly sweaters!
- After-meeting social today: L&L Hawaiian BBQ across the street - also a showing of Frankenstein at the Crest in Shoreline at 4:15pm.

Convention Services

- Break session recap: Logistics and layouts attended. Layouts deadline is at the end of November for changes needed. Use your NWC email to access the Google drive for layouts.
- Open positions: safety ambassadors and leadership, IT, Layouts (Visio experience would be great).
- Bid for AV is going out, fingers crossed all AV needs have been conveyed already, if you want your tech on the bid.
- Storage inventory has happened. Will be available on the google drive once transferred. All carts are labelled now with a letter and the tags on the carts show load in/load out/convention locations.
- Thanks to a generous donor, half of the program rooms will have captioning provided by a dedicated donation. Goal is still 100%.

Member Services

- Department report backs
 - Accessibility: More captioning. Hoping for ASL translators at all the major events.
 - Art Show: Next week or two, notices going out of acceptance into Art Show. A lot of new artists. Adding more tables to the print shop to make a better experience for everyone. Art in Action will happen, email will go out soon, with Friday and Saturday hours to be scheduled.
 - Charity panels - Same charity as last year, Page Ahead. Direct sale and bidding, depending on the item. Donations gladly accepted, start putting aside items now.

- Registration numbers: 4 day paid, 426. Last year this time was at 387. 521 total (including unpaid, staff, etc), was 467 last year. Have a robust team but can always use more, contact registration@ if interested.
- Marketing and PR: Send an email to marketing@ and pr@ if you have any ideas. All ideas welcome.
 - Is there a place to see if your team has completed their staff registration yet? Not yet. In progress. Talk to your exec.
 - One day registrations will open when? Hoping to start earlier this year, TBD.
 - Cyber Monday? Not this year, it doesn't pull in new people so not moving forward.
- Info Table will have amazing ribbons, check them out and get yours.
- Cloak Room will happen, same place, behind registration.
- Club Tables and Dealers: Applications open and ready to go. Firm this year about club table locations, first applications get best tables. Won't be moving people around this year. If you know of someone who will be staffing a club table, tell them to get their applications in ASAP.
- Nov 15th is the cut off for vendors.
- LFL needs books! Contact lfl@ or bring them to the meetings or bring them to the con.

Business/Treasurer

- IRS update: 501(c)3 has been reinstated! Check your place of employment for matching funds, stipends, etc.
- How to request a reimbursement: Check with your lead who will check with exec re: budget. Reimbursement receipts send to business and cc your exec and they will approve, no other way. June is the final deadline. Reimbursement will be made via check. Ask before you spend the money!
- Purchasing drop dead date is February 21, 2026. If you cannot meet that date, contact Business as soon as possible. They reserve the right to decline your purchase request if submitted late and/or without prior approval.
- NWC47 Financials: contact the Business team for specific numbers.
- You can pay for staff registration at the meetings, talk to Tim.
- Net loss for NWC47. Request for next meeting - please provide the difference between projected and actual. No one went over budget, just didn't have as many bodies onsite as budgeted.

Programming

- Panelist invitations running a bit behind, sending out pro invites soon.
- Open positions: Assistant for Monster Mash, Pro Suite meetups.
- Panel suggestions still open.
- New Audio programming track re: podcasts audiobooks etc is going well.
- Guest of Honor Spotlight: Spotlight Publisher - Orbit represented by Executive Editor Bradley Englert. Some authors of note: James SA Corey, Alex E Harrow, NK Jameson, Brent Weeks, etc. orbitbooks.com.

Publications

- Newsletter deadlines: Deadline is the 1st of the month. Earlier is better. Contact your exec.
- Signs: Start thinking about signs. Inventory happened, removed some, labelled more. Inherited Worldcon sign infrastructure so new awesome signs incoming. Think about how people onsite can find you. Form is in progress.
- Question: When will sign inventory go out? Most likely Monday. Sign form will be open in the next few days. Sign deadline is March 1st for all larger, 8 ½ x 11 can be a week in advance. Earlier is always better.
- Open positions: Signs assistant. Photographer lead.

Secretary

- Onboarding:

178+ staff hired. Only 67 of those people have filled out their onboarding google form. Please read your hiring email and go to the google form (link in email). Be sure to register as staff from the kiosk link in your onboarding email, otherwise you won't be able to vote, get a t-shirt, etc. Please check your junk mail for the onboarding email as well! If you've already registered as a (non-staff) member, email registration@norwescon.org for assistance.

Chair's Announcements

- NWSFS: November Events - 2 outings, first Thursday at the Museum of Flight (free tickets). MFR (My Favorite Restaurant) Round Table Pizza near Northgate on 20th. nwsfs.com RSVP on the calendar link, especially for First Thursday if you want tickets. Discord server to be coming.

- Geek Girl Con: Next weekend, there will be a Norwescon table. Stop by and say hi, or spell Rob and Peggy for a bit.
- Orycon recap: The last Orycon. Had good interest from those who both knew of Norwescon and those who didn't. Future of scifi fandom in Portland was a big topic, fandom there is not dead.
- Dragonflight Game Con coat drive: Our gaming partner Dragonflight, is doing a coat drive in Tacoma on December 7th, Real Art Tacoma, Grit City RPG charity event and Church Cantina. All sizes (plus kid sizes especially). Members can bring to the December meeting and Tonya will transport the donations down. Going to Tacoma Rescue Mission. Please also bring non-perishables as a donation, those will be specifically from NWC.
- SeaGL - next Friday. Seattle GNU/Linux Conference. Over 50 speakers. Free-to-attend at UW Hub. 13th year, Salt is chair. Friday night social at Ada's Technical Books and Saturday at the Big Time Brewery. Convention Hours are 9am - 6pm.
- Use the parking out tickets at the gate, not the machines.

General Meeting ends 2:26pm