

Sakura-Con 2004 General Meeting

Official Meeting Minutes
November 15, 2003

Scheduled Time: 2:00pm

Meeting Location: Douglas College, Vancouver, BC

Opening:

The General Meeting of the Sakura-Con 2004 Members and Invitees was called to order at 2:02pm on November 15, 2003 at Douglas College, Vancouver, BC by Convention Chair, Max Pham.

Officers Present:

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Max Pham - Con Chair
Jennifer Wong - Con Vice Chair
Jimmy Chang - Secretary
Renee Naddeo - Treasurer
Alinda Harrison - Assistant Treasurer
Peter Williamson - Director of Programming
Isaac Alexander - Director of Relations

Officers NOT Present:

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John Krall - Director of Operations
Dawn Minges - Director of Publicity
Mark Craypo - Hotel Liaison

Invitees Present:

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Kate Gilliam - Assistant Director of Operations

Approval of Minutes

The minutes of the previous meeting were approved as distributed.

Agenda:

- Voting on new Convention Policies
- Department Reports
- New Business

Discussion:

Max thanked the BC Crew for hosting our meeting at Douglas College.

We are still looking to fill more staff positions.

Max asked for any comments on the policies and discussion.

Then Max asked that we vote on it.

12 For

0 Against

5 Abstentions

The Sakura-Con Policies passed by majority vote.

Total of 24 in attendance

The Staff Handbook is in development.

Security and Operations needs to develop a comprehensive staff handbook.

There seems to be clarification needed on who has authority to add Staff on the staff mailing list.

Department Reports

1) Director of Operations Report

John/Operations:

Presented by Kate Gilliam/Assistant Director of Operations

697 Pre-registrations so far

We had 489 Pre-registrations last year as a comparison.

Security is good for personnel.

There will need to be 3 Security Coordinators for each hotel.

There are a lot of people volunteering from Pullman, WA

Security needs to work on their handbook.

They need to work on a room party form.

Security needs to submit the number of radios they need for their staff.

The volunteers will have FRS Radios.

Looking into Professional Licenses and Radios for the future

Any departments need to let the Volunteer Coordinator know of their needs.

2) Hotel Report

Mark Craypo/Hotel Liaison:

Presented by Max Pham

If you call the hotel without the SAK code you will not be able to get a room.

If you are on staff just register and make sure you tell Mark so he can put you in the staff section.

We have made the Hilton room block, however we are very short on making the Marriot room block.

We need to encourage people to reserve with the Marriott Hotel

NOT the DoubleTree Hotel

Even if one is able to get a cheaper rate, we need to make sure that they are counted.

Signs cannot be posted on the doors of the hotel unless it is function space.

The staff room block is really filling up.

We need to hit the room block in the Marriot.

3) Treasurer's Report

Renee Naddeo/Sakura-Con Treasurer:

PayPal receipts: \$3005

Now, there are about \$70,000 in Checks and Funds

We need to keep a separate form for staff members.

4) Secretary's Report

Jimmy Chang/Sakura-Con Secretary:

Still looking for an Assistant Secretary

Send any questions to, Secretary@SakuraCon.org

Jimmy will be happy to forward the questions to the relevant party.

Give list of staff to Jimmy for master staff list (used for registration/con book)

5) Director of Programming Report

Peter Williamson/Director of Programming:

Unfortunately, there will be No rebroadcast of the CosPlay in the Emerald as originally scheduled.

Still looking for CC Video and Staff Manager

Also Looking for Spotlight Operator

Hallway Contest Coordinator is Melissa Bernoulli

6) Director of Relations Report

Isaac Alexander/Director of Relations:

Our first Japanese guest of honor has been signed! Yay!

Akitaroh Daichi!

Chris has sent e-mail about another potential Guest of Honor

Corporate Relations

Card House Card Gaming Company wants to run our collectable card gaming room in Mercer AB.

A question was raised about having non-Convention attendees being able to take part in card gaming tournaments.

Isaac said that they would still have to be a convention attendee.

Exhibits

3 Companies have been signed so far, but more will sign later.

Marketplace, Art Show contracts are still being finalized.

We are still trying to get Art Flats from Moscon

7) Director of Publicity Report

Dawn Minges/Director of Publicity:

Publicity needs an Info Booth Coordinator for the Marriot desperately.

Team Sakura

Next week: KumoriCon in Eugene/Springfield, Oregon

Will go to AX Japan (fliers in English/Japanese), maybe registration?

Once you become staff, make certain you are on the staff list and have access to the staff area of the Sakura Con site

The Staff Holiday party will be on Saturday, December 6, 2003.

The time and place for the Next General Meeting in February has not been decided on yet.

With that, a motion was made to Adjourn the Meeting and the motion was Seconded by Jennifer Wong, Sakura-Con Vice Chair.

Adjournment:

Meeting was adjourned at 3:00pm by Convention Chair, Max Pham.

The Next General Meeting is TBA.

Minutes submitted by: Secretary, Jimmy Jen-yu Chang

Approved by: Convention Chair, Max Pham