

Sakura-Con May 2006 General Meeting
Meeting called to order at 1:12 PM, Sunday, May 21, 2006.

Meeting chaired by Dan Harrison.

Department Reports

Publicity

Announcement of staff positions filled
Need a Press Coordinator
Need Info Booth staff
Need a Merchandising Coordinator & Staff
Need a Videographer and Photographers
Meeting on June 4th
Flyers will be available by the end of the week
Adswaps are in full swing with ten traders; more in progress
Publicity and Relations are coordinating the search for more sponsors
Publications deadline is February 14, 2007. Valentine's Day!

Programming

Special Events needs a Karaoke Coordinator and a Fashion Show Coordinator
Plans for a dance on Thursday night
Gaming is in full swing
C&C is also moving along
Live Programming needs staff – check website
Plans for a 24-hour subtitle-only video room in the works
Projected deadlines are in progress

Relations

Antartic Press is coming back as a sponsor
Possible guest list has been discussed, but more suggestions are welcome
Exhibitors' Hall has 51 paid vendors
All contracts are being reviewed
Exhibitors' Hall needs staff; send email to Chris Small
Charity and Art Auctions have moved to under Relations
New corporate sponsor level: Orange
If you need sponsorship for your room, the deadline for letting Sabrina know is the end of August.

Treasurer

Registration is now under the aegis of Treasurer
Final numbers from last year have not been verified
Registration needs staff!
Registration should be much easier on the back end for the Treasurer
~\$168,000 in the bank
Filing taxes for '05

Working on taking credit cards at-con in '07

Facilities

We need to achieve 1000 room nights this year

Renting a room helps us pick the dates for following years

Working on a staff block

Average regular hotel rate is \$150-\$160 a night – our rates are rock-bottom

The Convention Center LOVED us. The hotels were not so thrilled with our attendees.

Room stuffing: if we do not curb room stuffing, the hotels will raise the rates to over \$200 a night. One hotel will not sign a contract with Sakura-Con again due to the room stuffing issue. PLEASE DO NOT PUT MORE THAN FOUR PEOPLE IN A ROOM PER NIGHT!

We are working on special perks for people who rent rooms. If you have an idea, please let the exec board know.

Secretary

Needs to put together an updated staff position structure

Staff bloat was a problem last year. In order for this to be curbed, more stringent requirements are being required of staff. This will be accompanied by a commensurate increase in benefits. To track this, Directors, Coordinators, and Managers are being asked to CC the Secretary@sakuracon.org with any staff changes, whether that's adding staff, releasing staff, or transferring staff. In addition, make sure your staff members are pre-registered! Remember: there is no such thing as walk-up staff.

Also looking at gathering metrics for communications. While you don't have to CC the Secretary on every piece of communication that occurs between staff members, please have a general estimate of whom you talk to and how often. A communications survey will be making the rounds of all Directors, Coordinators, and Managers each quarter.

Operations

Ops needs tech staff

SAS: working on a SAS info handbook

Budgeting has occurred for more radios

SAS would like to submit a name change in the next few months

Man-hours was a slight issue last year; safeguards are being implemented

Please email Operations@sakuracon.org if you would like to volunteer for ANY staff positions.

Member services: there is a staff lounge

Still need a Staff Preservation Manager

If you need volunteers for your position, please contact Richard Frietas at volunteers@sakuracon.org

Break called at 2:05 PM to let the Secretary catch up with her notes.

Meeting reconvened at 2:13 PM

Old business

We did go over budget in '06.

Yes, we're on Easter in '07. Please help us come up with ideas to make Easter at Sakura-Con fun!

ANCEA Report

The merger of the two boards is progressing. The entire bylaws are being revamped, but it is 80% done. The bylaws will be presented to the general staff after being looked at by a non-profit lawyer.

ANCEA year has been extended to the end of July, rather than hold an election, only to dissolve the board a month after.

Voting will be open to those people who held a staff badge at Sakura-Con '06, all ANCEA members, and all current staff members.

New Business

Staff requirements will be tracked and enforced. No staff badges without Director approval. Staff will be asked to work both before and at-con. We will be attempting a new staff benefit: free registration.

We will definitely have a car show this year. 8-10 entrants will be allowed. Please contact Gabriel de los Angeles if you wish to enter.

CAF is on hold until the ANCEA merger is complete.

Art Flat reconstruction party will occur in the next two months.

There will be an Easter Egg hunt Sunday morning of the con. There will be a separate Easter Egg hunt for minor badges.

Discussion of putting up a torii gate somewhere in the con for our ten-year anniversary.

Motion made to adjourn.

Motion seconded.

Meeting adjourned at 2:30 PM, Sunday, May 21, 2006.