

General Meeting – October 21, 2007

Meeting started at 1:30 pm.

### *Department reports*

#### **Operations**

1910 people pre-registered.

Still looking for additional staff.

Tech needs staff – lots of positions open. 30 folks signed up, 20 remaining.

Tech has started design work on their road cases.

SAS still looking for additional staff.

Member services – reminder 10% off Sakura Con merchandise for staff members.

Member services – The office that the volunteer desk is the staff office.

Volunteers – Volunteer form on the web site is working now. Orientation is being planned for volunteers – planning immediately after the bag stuffing party for those that can make it. E-mails have been sent to past volunteers with link to the new form.

Volunteers – Looking into the possibility of using ribbons instead of the special volunteer badges (using Otakon as a reference).

First aid kit will be beefed up.

Volunteers – Idea – For the top 3 volunteers, give recognition and prizes during the closing ceremony.

Logistics is still looking for people. Logistics deals w/ moving equipment before and after con. Very physical job, and recommended not to work during con.

Starting w/ 8 am on Wednesday and Thursday. Close out starts on Sunday around 5pm. Monday will be 8am till finish. Sunday, everyone not on tear down crew must be out by 10pm.

#### **Treasurer**

Recommended that the Utz family doesn't participate in the Halloween party (they won most of the awards)..

Sitting around \$170,000. Getting around 5-10 paypal pre-regs per day.

Tax year has been changed to the con year.

Our first payment of \$30,000 being paid to the Convention center today.

#### **Programming**

AMVs – waiting for the updated site to go up.. Once he has that up, he can start accepting AMV contest entries.

Live Programming – Needing more panelists. Might have a mask creation panel before the Masquerade ball.

Masquade ball dress code: Posted on the forums. For costumes: example given – Sailor Moon – school outfit: no. combat uniform: maybe. Princess serenity: preferred and encouraged. Basically formal costumes preferred.

Need more staff members (including zombies).

## **Publicity**

Halloween party was a success. Thanks given to those that helped.

Information systems – Still working on the new site. Forums are working faster.

Forums – SPAM is a problem and is constantly being worked on and removed as fast as it is found.

Press Coordinator – Needing staff for press.

New press application is up and running.

Merchandise is plugging along. Polo shirt was shown at meeting. Pre-orders will be set up and taken. Black polo shirt w/ Sakura con logo is going to probably be around \$30 per shirt. This will be pre-payment for the shirts.

Team Sakura – Warren Chen is the Captain. Myspace/facebook accounts created to help Electronically promoting Sakura Con. If anyone has any events in mind, please contact Team Sakura.

Publications – Need all documents and publications need to be submitted by February 14<sup>th</sup>, 2008.

Still need a variety of staff -- PR Manager, infobooth staff, and other staff.

There will be a 2<sup>nd</sup> infobooth that will be on the 2<sup>nd</sup> floor – it will be a small one and won't have the full range of information that the one upstairs has.

Sushi Sake Fest – we are supporting them as an exhibitor and will have a 30 minute of AMVs from our contests.

## **Facilities**

Staff block – please e-mail [hotel@sakuracon.org](mailto:hotel@sakuracon.org) with name, how many people, and what night you are checking in and what morning you are checking out.

Anything of large sizes being brought into convention center, please let facilities know at least 1 month in advance.

Reminder: Do not use the hotel towels to deal with makeup, please bring and use your own towels.

We need room nights.. Please pre-register your rooms.

### **Relations**

Corporate Relations Manager chosen. CR is in planning stages.

Art Alley – Registration will open sometime in November. Artist Alley has an FAQ on the forums. 20<sup>th</sup> of November is planned for opening up the Artist Alley registration.

Art Show – Information/FAQ is on the web site on what is acceptable for submissions.

Exhibitors Hall Loss prevention – staff needed.

Exhibitors Hall – Still working on Floor Plan.

The Slants is the Friday night band.

We have Ketchup Mania for Saturday's opening band.

### *Break taken*

### **Secretary**

Conflict of Interest statement. Synopsis given w/ examples.

Motion made to adopt as posted. Seconded. (Conflict of Interest statement).

60 ayes (1 was proxy), 0 nays, and 0 abstentions. Conflict of Interest has passed.

### *New Business*

No new business

Motion made to adjourn. Seconded.

Meeting ended at 3:26 pm.