

## **AGCI Board Meeting Minutes 10.2.2016**

Location: Cospace (168 East Center Street Unit B, North Salt Lake, UT 84054)

Attending: K. Love, J. Hogan, C. Osborn, R. Adams, R. Pera

Minutes By: C. Osborn

Lead By: K. Love

Call To Order: 02:28PM

Adjourned: 04:21PM

### **REMINDERS FOR BOARD MEMBERS (K. LOVE)**

- Push classes and other Cospace events on personal pages and feeds to increase visibility
- Encourage conversion from classes to memberships
- Anastasia Thomas has left the board of her own free will, having left the following message within the AGCI Board Facebook page:
  - o *"It is with a broken heart that I respectfully must resign from the board I was not aware that I was offending people and causing problems. I will pick up the items in the sewing room Saturday before the class starts and will not return to cospace so that I do not offend anyone else again. I love you all and have valued your friendship I will never forget any of you."*
- Russ Adams has joined the board, proposed by Kapi on 9/26/16, seconded by Yazmine on the same day. Following a vote by Kapi, Yazmine, Orbit, Jackie, and Christine, motion passed
- Trades and Giveaways are FORBIDDEN
  - o Any special requests to consider a trade or giveaway must be discussed with the board and voted on
  - o Any special requests for a trade or giveaway that is approved must be paid for IN FULL by the individual making the request
  - o Booths must be donated free-and-clear, no trades or giveaways to obtain booths at events
- Friends and family are not permitted to come Cospace to "hang out" unless:
  - o They are current, paid members
  - o They are currently attending a class
  - o It is during an Open House

### **RUSS RUSS THE LOVE BUSS – CONSULTANT**

- Will lend expertise and suggestions to bring AGCI to additional conventions
- Suggestions for other conventions:
  - o Don't do it for free – have them include travel/airfare/hotel to make the adventure worth it
  - o Promote the idea of building more Cospaces in other places
  - o Promote to cosplayers, attend convention as Cospace

- Create a list of requirements to follow when considering another convention

### RE-ALIGNMENT OF JOB TITLES/RESPONSIBILITIES (SUBJECT TO CHANGE)

- Kapi Love – president, convention coordinator, primary point of contact
- Ryan Pera – treasurer, sugar daddy
- Christine Osborn – secretary, booth/event coordinator (wrangling volunteers), content writer/corrector
- Jackie Hogan – vice president, panel/workshop coordinator
- Orbit R. Brown – volunteer coordinator (obtaining volunteers)
- Russ Adams – consultant, celebrity-on-hand
- Yazmine Tatiana – social media coordinator

### SUGGESTIONS FOR PROMOTION

- Promote sewing classes through Iconoclad; will see if it's possible to have signs for Cospace in their window
- Leather holster class may do well at Iconoclad, as well, and with the local Burners
  - For this, different sewing machines will be required
- Jackie and Kapi will have fliers/cards/etc at Anime Bonsai to distribute

### REQUESTS FOR CONTENT (C. OSBORN)

- All makers (Kapi, Yaz, Russ) please begin building a log of content that can be posted
  - Request for 5-10 minutes; could be multiple 5-10 minute “episodes” working on the same project
  - Consider projects that may be good for filming content
  - Attempt to ensure all content is high-quality and useful, rather than fluff or filler
  - Also consider recording during shopping trips to discuss materials, etc.
  - Russ has given permission to use videos already posted on Facebook
- Newsletter will begin soon; all board members are encouraged to submit content for their own segments
  - Submissions for content must be submitted to be approved by the 10<sup>th</sup> of the month, for official release on the 15<sup>th</sup> of the month each month, pending any unexpected emergencies, acts of god, mind-changing, etc.
  - Consider creating a backlog of content that can be used as-needed
  - Submit any requests to include/promote additional events (cosplay night, book launches, etc)
  - Christine will also attempt to write for Floyd, as well

### GENERAL BUSINESS/CONVERSATION

- Internal events could be an additional source of revenue
  - Speakeasy (Firefly theme, 20s theme, etc)
  - Russ suggests promoting internal events held physically in Cospace
  - Villains Ball?
  - Utah Geek Magazine is having a birthday celebration; Kapi will be talking with them to discuss the possibility of hosting this event at Cospace
- Russ will attempt to build a portable Floyd; Jackie will provide a photo

- Christine will look into CustomInk for tshirts for members (Anarchy/Chaos)
- Russ suggests Kapi discuss re-painting the parking spaces in front of the space; Kapi will contact the landlord
- A \$300 deposit is necessary in order to have the gas turned on in the space
  - o Russ suggests keeping the space at 55 and utilizing space heaters as needed
  - o Ryan suggests ensuring that sprinklers do not freeze

### SLCC16 DEBRIEFING/DISCUSSION

- Remember that the booth is an extension of the business, and should be treated as such
- In future, all volunteers must be able to accurately and succinctly describe our services
  - o This was not accomplished successfully at Steamfest and SLCC16
- When working, it's not friends time; hangouts must be done elsewhere on breaks
- No friends/family/guests are allowed to be in the booth; all meetings must be outside the booth and out of the way
- Any individuals hanging around the booth must be accounted for and confirmed to actually be connected with someone in the booth
  - o This is to avoid circumstances like the situation with Ivy at SLCC16
- We will no longer accept donations of food/snacks from anyone
- Yaz will have a lunchbox for her own food to be kept in the box with other snacks
- No costume changes will be allowed in the booth; they must be done in the bathroom/other location
- Each individual in the booth may only have one personal bag with them, no larger than a messenger bag
- Only pre-approved items can be left in the booth, all other items must be taken to vehicles (this includes purchases, props, etc.)
  - o Christine will have a portfolio book for prints/photo-ops so that they can be kept safe; however, if they are left behind the end of the event, they will be considered donations to Cospace (or Christine)
- We will look into the possibility of having radios to contact our security/handlers at large events

### UPCOMING EVENTS/VOLUNTEER OPPORTUNITIES

- Reminder: Russ will not be attending Fear Con, and will not participate in any Dan Farr productions
- FOX!
  - o Kapi is awaiting additional contact from FOX – stay tuned for specific details
  - o Tasia will be attending, and is currently working on re-doing the Angelis top
  - o Kapi, Yaz, Tarzan, and Jackie will all require body paints on the day
  - o Christine will be wearing the comic book skirt to promote the upcoming class
  - o Ryan will provide a completed hat to promote the upcoming class
  - o Russ will bring teeth and helmet to promote those upcoming classes
  - o Orbit will attend wearing Ghost rider
  - o Aaron will attend wearing Power Ranger

- Someone will need to watch the shop during the event
- Halloween Expo (October 14-16, South Towne Expo Center)
  - Christine will re-work items in the A/C Hunt, Kapi will provide details for Venders
  - Jackie will be handling the tea presentation, and is in contact with the appropriate parties (with Russ' help)
  - Kapi will handle the booth on Friday, Christine for the rest of the event
- Fear Con (October 28-29 2016)
  - Orbit will be providing all details to Kapi regarding this specific event
  - Access to power must be discussed prior to the event, in order to accommodate cosplay repair
  - Jackie would like to attend the Whitechapel immersion event if possible

### FINAL THOUGHTS/WRAP-UP

- Suggestion from Ryan: have a green screen in the booth for professional-style photos, laminator to create badges, etc.
  - A volunteer would be required to work the camera, another volunteer to work the laminator, etc.
  - Further research will be done into locating an appropriate green-screen
- There will likely be a followup with Yaz and Orbit as they were not present for this meeting