

PROGRAMMING MEETING 1/28

28 January 2017 / 2:00 PM / Westin Southfield

ATTENDEES

Sarah, Bagel, Theresa, Daniel, Scott, Cassy, Alex, Ska, Jer, Lithie, Christie, Kevin, Rinoa, Jeff Marraccini, Lithie, Dan.

*BOLDED NAMES ARE OF PEOPLE WHO ATTENDED.

AGENDA

Last Meeting Follow-up

1. Budget, Programming hours, rules and expectations.
2. **Next ConCom Meeting**

New Business

- Track Ideas.
- Featured guests & GOH.
- **Programming Team Ribbon Idea's.**
- Any materials with slides, video and film materials must be captioned, including Anime.
- **Panelist rate is \$30** if they do 3 or more hours of programming
- Cube Inventory (?)
- How can we get more volunteers?
- Current panel submission
- Review Track Heads 3-5 idea submission for their tracks and/or other tracks.
- **Officials GoH's:**

Cory Doctorow

Sumana Harihareswara

Coraline Ada Ehmke

Tommy Edison and Ben Churchill

Kevin MacLeod

Offical Featured Guests:

-Julie Lesnick

- Looking over panel submissions, see who has quality content 6+ hours
- Renovation

- New deadline March 1st for panel submissions

NOTES

- **Inviting Featured Guests** email talent talent@penguicon.org CC programming@penguicon.org
- PROGRAMMING MEETING:
FEBRUARY 19TH 2PM TBA - Same day as the Con Com meeting at Nuri's
- MARCH 20-30TH SOFT SCHEDULE
- **Budget** must spend all of it!
- 150 Panelist applications from the outside application form! Sarah's goal is 200-300
- 58 suggestions logged! Sarah's goal is 70
- Panelist deadline is now 1-Mar-2017
- Science is a bit weak right now on the wishlist - please submit ideas
 - Karen Burnham?
 - Bill Higgs?
 - Frank Palazzolo? (Jeff will reach out and copy Science)
 - Bob Trembley?
 - Reach out to local universities?
 - *Also please see Daniel's pic of the whiteboard*
- Food Track:
 - SARAH BUY CHEESE DOODLERS
 - **Build a Pretzel Westin, and after Penguicon ends, present it to the Westin staff!**
 - How to make mead? Bee Nectar? Ballentine, Superior distilleries are other ideas
 - **Please reach out to Greg on getting some 15 year old Whisky/Whiskey** - we can take a look at budget for this
 - Prior to Greg's tastings, we can set up long tables in the Food Track room. We cannot use a dedicated ballroom.
 - Black Butler Tea Party was submitted to Anime Track. Lithie advised these tend to run long. Cassy suggests firm 2 hours and possibly running it twice. Cassy will reach out to them for more details, but they did request reimbursement (~\$20) for tea supplies out of budget.

- Please coordinate with ConSuite for hot water materials, cups, etc. for budget & purchasing
- Panel submitted for allergen awareness in food preparation
- *Also please see Daniel's pic of the whiteboard*
- Action and Adventure
 - Chair Massage (Lithie would like to decline if they are just coming in to practice on our people, if they're doing panels "Intro to Masseur" or if a school with liability waivers sponsors, it's a possibility)
 - Ukelele "pirate" panel, should it be transferred to Music?
 - Self-defense: have to be careful with liability. Rock Security (Dan Gilbert company) is a possibility
 - Geeks with Guns: laser targeter. Stu cannot make it
 - Friday during Penguicon is Arbor Day! Plant a tree: PenguTree (Cassy has penguin bulbs!) Lithie is looking into this with The Arbor Foundation.
 - Treasure Hunt at our past hotels - each place would have a clue, leading to the Westin Southfield-Detroit
 - Lithie will send the 2K and 5K run routes from the Westin to Programming.
 - LPT: Mayhem = panels that do not happen in scheduled rooms, vs. Action Adventure being more organized. Thx, Bagel!
- After Dark
 -
- Not seen submissions yet for LGBT/Transgender panels, but Cassy has some in the pipeline and will submit soon.
- Cassy requested Sarah do Disney Jeopardy!
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ACTION ITEMS

1. **Deadlines** we can establish at the meeting.

Tracks points of discussion:

Please put in the agenda points you wish to discuss. Any scheduling conflicts you'll have prior to the convention

ACTION AND ADVENTURE:

- **Hello Bagel!**

Any word on liability for massage and/or foam-weapons combat demos?

Scheduled unavailability:

Feb 11-12 (hard)

Feb 24-25 (soft)

March 10-12 (potentially hard)

April 1-2 (potentially soft)

AFTER DARK:

- **Hello Christie!**

ANIME:

- **Hello Cassy!**

- **I am not available from 2pm on Feb. 18th.**

- **I am gone from Feb 26th to March 8th on vacation.**

- **I am not available the weekend of the 17th 18th and 19th in March. (Shuto Con)**

- **BLACK BUTLER TEA PARTY. SAY WHAT???** How do I get this done. This needs to happen...plz?

- **Anime in SPACEEEE could use a science-y person from Science Track :)**

- **When will my blurb be on social media so I can start filling holes in my programming?**

COSPLAY:

- **Hello ALex!**

DIY:

- **Hello Bagel!**
CrafterSpace: discuss

FOOD:

- **Hello**
No feb 18th

GAMING:

- **Hello Ska!**

LIFE:

- **Hello Rinoa!**

LIT:

- **Hello Theresa!**
First 3 weeks in february

MAYHEM:

- **Hello !**
2 OR MORE WEEKS

MEDIA:

- **Hello Toaden!**
- **Yay for GoHs**
- **Sci Fi Vehicle showdown - Land Based**
- **Posters and other graphics (logo permissions)**
- **This is the part where Toad asks Lit and Life (depending who is there) about collab ideas . . .**

SCIENCE:

- **Hello !**

TECH:

- Hello Kevin!
- We lost our Fedora presentations from Tom Callaway. His company is sending him elsewhere.
- Need decision re: Kyle Rankin

EVENTS:

- Discuss feedback/requirements from the CBI CTF event.

PROGRAMMING OPS:

- Hello Jer!

CHAIR:

- Hello Lithie!

CONcom Members:

- **Questions and/ or comments:**
- Thanks to Amanda, ribbon orders are open and the registration system has been wrangled :) Seeing a steady stream of pre-regs (roughly 120 memberships done through PayPal so far, not counting those that registered at Penguicon 2016).
 - Panniel ribbons will be on a second order.
 - Con Com ribbon requests will need to be approved like other budget requests, but let's start getting what you want recorded. The sooner we know how many ribbons we will be ordering for Con Com, the faster we will know our discount level. Make sure to include a couple extras so that you may give them to Ops for their master ribbon display for Ops staff. February 1, 2017 is the personal ribbon order deadline for ones you are paying for yourself.**
- **MATT: It's time once again to provide material for signs and the souvenir book! Give some thought to how these communication channels can support your department of the convention.**

Signage deadlines:

If it's one or two printouts specific to only your part of the con, and you could do it at home or in your office, think about doing so. If that's burdensome for you, then I can do it, and you and I will dig through a big stack of other signs to get it for you at the con. :)

Give me by Sunday, February 28:

1. All files for signage that you wish to provide to me.
2. A list of all the signage you'll need me to design for you.
3. A complete description and verbiage if I am going to design it for you.
4. Any parameters that you are particular about. (Such as a specific size, if that matters to you.)

If you have any requirements that turn out to require unique preparations, or otherwise not predictable by me, it's probably a good idea to discuss it with me as early as possible. Give it some thought today! Otherwise, sorry, but I might have to just give you an "off-the-shelf" standardized sign just like all the rest. (The size of a posterboard or a standard page size.)

Souvenir book deadlines:

I'm happy to provide you with the text used for your area of the convention in the previous book, for your approval, deletion, or modification.

Content for the souvenir book is due by Friday, March 11.

I will publish a proofreading draft of the souvenir book by Monday, March 21.

Schedule book and grid-brochure deadlines:

The schedule is due to me by Friday, April 1.

I'll publish a proofreading draft of the schedule book by Monday, April 4.

I'll publish a proof draft of the schedule grid brochure by Monday, April 11.

Feedback from the proofreaders on both of those will be due to me by Friday, April 15. After that time, any further changes will need to go in an errata sheet, which I will make.