

Attendance:

Janella, Rebekah, Ryan, Paige, Nesses, Chris, Tom, Heather, Robert, Derek, Damarra, Jasmine, Erick, Rose, Jake, Amanda D., Daniel G., Tianna, Taha

Con Check in:

- Con items from Damarra
 - 2 Proposals for approval.
 - Social Engagement -
 - Artist item
 - Working on timeline items
 - Planning meeting with Marketing and a few other teams
 - Art Team: post was up for 5 days and 13 interest.
 - Working on narrowing down the people interested and ensuring they understand the expectations
 - Team Budgets:
 - Sent items to teams from last year in preparation for this year
 - New Website is up.
 - Clean up is happening
 - Some hiccups occurred.
 - Roadshow this past weekend
 - Marscon: Went well, good reception. Reg numbers there were down, less traffic. About 130 visitors at the party. Questioning about room party maybe swapping to table next year. Award won for Best Room Party. Got a \$100 check. \$81 in tips. (Up \$181 - \$100 restricted donation for staff engagement)
 - AMKE: 255 visitors at Table. Lots of interest. 1 Reg sold, 4 shirts, 2 buttons and 1 sticker. Spoke with 2D Con crew and they really want to work with Fusion. Went well.
 - Staff Engagement:
 - Proposal for budgets
 - Offline vote.
 - Mascots Budget:
 - Request from Board for a few quotes on how much it could cost from Artists.
 - Note from Ryan about making sure that the request is clear, making note of timeframes.

Treasurer/Secretary Check in:

- Account balances
- Amazon - Vote to approve Business Essentials
 - Yes: Paige, Tom, Chris, Ryan, Rebekah, Janella, Tianna
 - Additional note: Looking into a move for Storage units to lower the cost.

- Damarra notes that there are several issues with the Storage facility currently and is looking forward to moving to a hopefully more central area or closer to the Hotel.
- Reminder for budgets - March 31st
- Tax Update -
 - Current cost is between 1500 and 1800 for professional to do taxes. Doesn't sound like we will have no Tax Burden for 23.
 - Ryan reached out to cousin

DE&I Check in:

- Any items to bring to the Board
 - No items currently, still working on the request from Feb. Board meeting.

Financial Committee Check in:

- Anime Fargo room paid/cleared with Crowne Plaza
- Credit Card - further discuss as items have shifted priority
 - Opened as an item for discussion
 - Costco had been considered.
 - Assign Champion(s): Tianna, Janella as assistant.
 - Start document for a guideline - Paige
- Any items for the Board

Outstanding discussion items:

- Staff roster - potential deep dive into email DLs for clean up and creation of new ones now that we do not have a fee
 - Assign a Champion/set up meeting: Meeting set up for Board 3/21 8:30pm
 - Both for Fusion and QCA
- Standard and Event Insurance check in/reminder- D&O (Director and Officer) versus Event Insurance due to precertification and rate:
 - <https://www.investopedia.com/terms/d/directors-and-officers-liability-insurance.asp>
 - <https://www.minnesotanonprofits.org/membership/member-discount-partners>
 - No updates from Ryan. Needs to connect with Janella 3/12 7:30pm. Call via Discord
 - Paige has looked at some companies.
- New storage locker options - non profit can rent at different price for larger space (should have units available at same location or different location, I believe we had tentatively looked into this in January) - assign champion(s)
 - Champion: Chris - Potential for list on Friday.
- QCA Logo and Website check-in (DEI input and Rebekah)
 - Website - Running list of items for what we'd like to see.
 - Finalizing documents to send to Heather.
 - Logo - Sketches, inspo, wants to feel professional and tie into Japanese culture.
 - Looking at incorporating some kind of symbolism or icon that is easily identifiable.

- Identifying graphic designers.
 - Amanda D. mentions knowing a graphic designer to pitch.
 - Rose mentions that St. Paul and Bloomington have sister cities in Japan. Nagasaki.
 - Confidentiality Agreement - **vote** or further discuss
 - Adding Ops and Reg to the list of recipients as they work with PII
 - Have taken feedback from prior items
 - Reached out to Legal professionals for the document
 - Opened to Floor:
 - Tom - couple reasons for why some in ops, safety and reg should be added
 - Ops has access to Reg items after hours and has full access to the database at that time. Wants to limit this to fewer people for the full database.
 - Some cons have do not contact orders sent to them and we will want to know who needs to handle it with this confidentiality agreement in place.
 - Janella suggests Dept leads for these depts and their seconds.
 - Damarra agrees this makes sense, feels that it would makes sense for these teams in entirety.
 - Tom notes that he doesn't want to just have someone volunteer at con and have access, would like to see OPSY for a program with various permission levels.
 - Hotel, Guest, Reg, Cosplay, Safety, DEI, Board, Chair, Ops., Logistics?, Partnership, Volunteers
 - Damarra - mentions a Blanket confidentiality agreement for the organization.
 - More finalized draft to send to Damarra for opinion before staff. Final topic to be discussed offline for specifics on when to send and next steps
- Governance Committee initial Meeting:
 - Janella, Tianna, Rebekah, Paige, Tom as a visiting member
 - Date to be set at a later time once we have some projects laid.

New discussion items:

- Conflict and Complaints Policy - assign champions
 - Connect with Damarra as well for input and consideration on Convention Level.
 - Sent to Governance Committee
- Conflict of Interest Policy - assign champions
 - Damarra for feedback once document is created for the QCA level and at a near final draft item.
 - Sent to Governance Committee
- Record Retention and Destruction Policy - assign champions

- Connect with Damarra as well for input and consideration on Convention Level.
- Sent to Governance Committee
- Whistleblower Policy
 - Tom- seems to be a boiler plate doc that states we won't retaliate for someone acting in good faith. Is considered with the 990 form.
 - Sent to Governance Committee
- Training for BoD (look into MN Nonprofits for possible trainings - Tom with any findings from rented books)
 - Tom - State of MN is pretty unique for NP
 - Suggests that we take a class from the council on the items.
 - Notes about written consent and voting.
 - Taking this to the Board chat for who can attend.
- 2D con - Anime Fusion running the anime room (Ryan to share more - direction will be to send this to Damarra, Marketing/Partnership, and the Finance Committee to make a budget and put forward to the Board)
 - Abby notes: 2D really wants to build a relationship with Fusion - would love an anime room with video game themed anime, they mostly need the staff.
 - Fusion level item - send to Partnership

Open Floor items:

- Robert brings to the floor: Wants to address a compilation of things
 - There have been a lot of things going on and getting items reworked. Lots of concerns.
 - Concerned that some of the vision that's been created has compromised the conventions ability to properly function.
 - Concerned that internal matters are starting to cloud the overall view
 - The NDA agreement - needs a counterpoint/counterpart
 - Need to think about process for what people should not share, but also think about what should be public.
 - Call for immediate action on all non private documentation to be made public.
 - Wants the QCA folder to be public ASAP
 - Backlog notes as being long
 - None of the Board members should be working on items alone.
 - Ombudsperson
 - Want to make sure the Board considers that we also safeguard this from occurring again.
 - Things not being brought forwards sooner caused issues with trust.
 - May want a meeting with itemized things that led up to these concerns. Scheduled for after the 4/4 Fusion Staff meeting via virtual call.

- QCA Business item documents to be uploaded by 11pm cst 3/11/24 - note that there simply isn't a lot of documented policies and many are just in initial drafting stages and will be shared once the base is ready so that the membership has something to comment.

Closed items:

Closing items / Next meeting date April 8th, 7:30PM hosted on FCC