

## Mysterium Minutes – 3/9/2008

- ATTENDANCE: Alahmnat, CAGrayWolf, Eleri (joining late), Lehsa, SR388, TW, Vaaht. (Also in attendance was SR388's cat.)

### Follow-Up from Last Meeting

- Nothing so far.

### Leadership Position

- We need someone to be a “facilitator” in the Committee. This person shall push us along to make decisions and make the decision-making process more effective.
- The Deputy Secretary position shall be absorbed by the Facilitator position.
- It has been unanimously agreed upon that SR388 shall be the Facilitator.

### Amendments to Committee Structure

- A set structure needs to be defined so that we are not confused about who coordinates what, and where certain forum topics should go.
- A definition of each of the subcommittees should be written up. Also a draft of the work-flow process should be added for future committees. Both of these things should be drafted up by CAGrayWolf, SR388, and TW.
- Logistics (according to the website) will be done after the location and the hotel has been chosen.
- The Local Liaison title should be changed to Local Emissary. Any place where “liaison” is written should be changed to “emissary”. The reason for choosing this word over something like “contact” is because it sounds cool. :D
- Logistics people are basically trading hats for the Events Subcommittee.
- Logistics should aim to be done with their stuff by April 1<sup>st</sup> (ideally).
- Events should do events, presentations, etc.
- Registration should possibly be taken over by Logistics in part. The money aspect of registration should be dealt with by the Treasurers. But the printing aspect of registration should be done by Events. The list of people who are registered should be dealt with by Logistics. Swag should deal with the swag bags for registered peoples.
- The Treasurers shall organize how registration will work and organize a paypal button for the website in coordination with the Website People.
- Treasurers should deal with fundraising if we have that.
- Threads that need to be passed from one subcommittee to another shall be left as phantom threads and then moved to the new subcommittee and/or summarized for the new committee into a new thread.
- Threads should be more specific. Current threads need to be renamed to more specific titles. Threads should be very specific (break tasks into smaller topics for easier handling). To modify a thread title, edit the first post.
- Pin all out-going messages to the Community in the archive.

- Pin in-coming comments/suggestions from the Community. The first post should be a bullet-point list documenting what has been worked on and finalized/changed, and what still needs to be working.

### Treasurers

- Eleri is to become co-treasurer. The reason for this is because Eleri's savings account is linked to the Paypal account, which CAGrayWolf also has access to.
- The money will remain in the Paypal account until we decide what to do with it. Either money will be forwarded to someone for items that they need to buy for Mysterium, or a reimbursement system will be in effect.
- The account balance is currently \$5.
- At Mysterium, the registration table will be manned by CAGrayWolf and Eleri. A few other people might be okayed to do this as backups during Mysterium.
- Scraper has offered to transfer the existing CafePress account to CAGrayWolf.
- CAGrayWolf needs to contact Rex Havoc to ask about donations from D'ni Games.

### Cyan Emissary

- Oselot has been given permission by Lehsa to deal with Cyan in-person.
- Lehsa has had no contact from RAWA recently.
- E-mails to Cyan should be posted on the Cyan Emissary subforum.
- We need to get permission to use the Falling Man logo each year.
- This CafePress page is not us/not legitimate and is classified as copyright-infringement and should be reported to Cyan:  
[http://www.cafepress.com/buy/mysterium/-/pv\\_design\\_details/pg\\_1/id\\_941106/opt\\_/fpt\\_/c\\_360/](http://www.cafepress.com/buy/mysterium/-/pv_design_details/pg_1/id_941106/opt_/fpt_/c_360/).
- We should verify that the Release of Liability form is still valid. A traditional release form looks like this: <http://www.sca.org/docs/rosterwaiver.pdf>. Nobody 14 and under can attend without an adult. For age 15-17, there should be a signed parent release waver. Further discussion shall be moved to the forum.

### Logistics

- TW is the new Logistics Coordinator.
- Logistics will be drafting up how volunteers shall be handled.

### Events

- We should contact Chip at MystWear about doing our t-shirts.
- We need to write up a budget for Events ASAP.
- Events needs to come up with a list of achievable goals for Events before and during Mysterium.
- Eleri is talking with the person with the bound books so they can travel to each Mysterium, and River for paper people.

## Historical

- Create a list of achievable goals for things to handle before Mysterium and after Mysterium.

## Website

- Alahmnat is going to amend e-mail addresses on the website for spam-prevention.
- A Cyan Emissary subforum should be created.
- TW would like to be in charge of website updates to webpages. The blog will continue to be updated by everyone.
- Pages in development shall be hidden.
- A main Mysterium e-mail needs to be set up. In addition, a clear list of who should be contacted for what problems needs to be set up.
- We want to set up a feedback forum on the website (using radio buttons).

## General Stuff

- Where data has been gathered for the poll needs to be more transparent.
- We need to set up a new Q&A meeting possibly.

## To-Do

- CAGrayWolf, SR388, and TW should draft up a summary of the Committee structure and work-flow process. A clarification of what goes under what subforums should be drafted up in this document.
- CAGrayWolf needs to get the CafePress account transferred, talk to Rex Havoc about donations from D'ni Games, and talk to Chip about MystWear doing our t-shirts.
- Lehsa needs to contact RAWA about using the Falling Man logo, to report the illegitimate CafePress account, and to verify that the Release of Liability is still valid.
- A further discussion of the Release of Liability needs to be decided on the forums.
- Alahmnat needs to amend e-mail addresses on the website to be spam-bot free.
- Alahmnat/TW needs to create a Cyan Emissary subforum, and set up a list of contact e-mails for specific problems.
- TW needs to set up a feedback forum on the website.
- Logistics needs to draft up a proposal for how volunteers will be handled.
- Historical needs to come up with a list of goals.
- Events needs to write up a list of goals and prepare a budget.
- A new Q&A meeting needs to be set up after the polls close.

## Next Meeting

- Meetings should be set up every week and should be restricted to an hour only.
- Eleri will run the next meeting on Sunday, March 16 at 8 pm PST/11 pm EST.