

# March 4, 2014 Agenda

## Topics to Cover

- Staff Roles
- Website Updates
- Floorplan/Layout
- Main Events
- Hotel Room Assignments
- Harassment Policy
- Department Updates
  - Dealers Room
  - Artist Alley
  - Video Gaming Room
  - Cosplay
  - Live Programming/Panels
- Guest Updates
- Street Team

## Staff Roles

The list below is the current staff roster we have at the moment, and there maybe some people not listed on here yet. At this point, you cannot interact outside of the department you are listed in. For example, a security person advises to have a certain person to be a guest at DerpyCon. Either you have that person contact the department head or the con chair. Not all department heads are determined at this time.

Con Chair - Anthony Zaragoza

Con Ops - Michael Scaduto, Head  
Venue - Vincent Salzillo

Communications - Jessica Sullivan, Head  
Sarah Kasten (Program Guide)  
Jonathan Castillo (Con Photographer/Videographer)

Fred Cain (Con Photographer/Videographer)  
McKenzie Barton (Program Guide, Signage)

Registration - Linwood Knight

Guest Relations - Jim Bednarz  
Jose Puertas  
Nicholai Bird-Conliff  
Jefferson Eng  
Rose Rappaport  
Jessa Morgen

Exhibit - Aradia Willard

Artist Alley - McKenzie Barton

Programming - Candice Morreale  
Timothy Marrone

Cosplay - Alicia Lugo  
Jeff Delisle

Video Gaming - Erik Lamado  
Louis Buffamante

Karaoke - Adam Wright

LARP:  
Stephen Hite  
Alex Zwiazek

Security - Jean Luc Genesis  
Draven Kane

Dance - Matt Schwam

## Website Updates

Currently, each department needs to prepare content for the website.  
Currently the website has no programming information, events, etc.

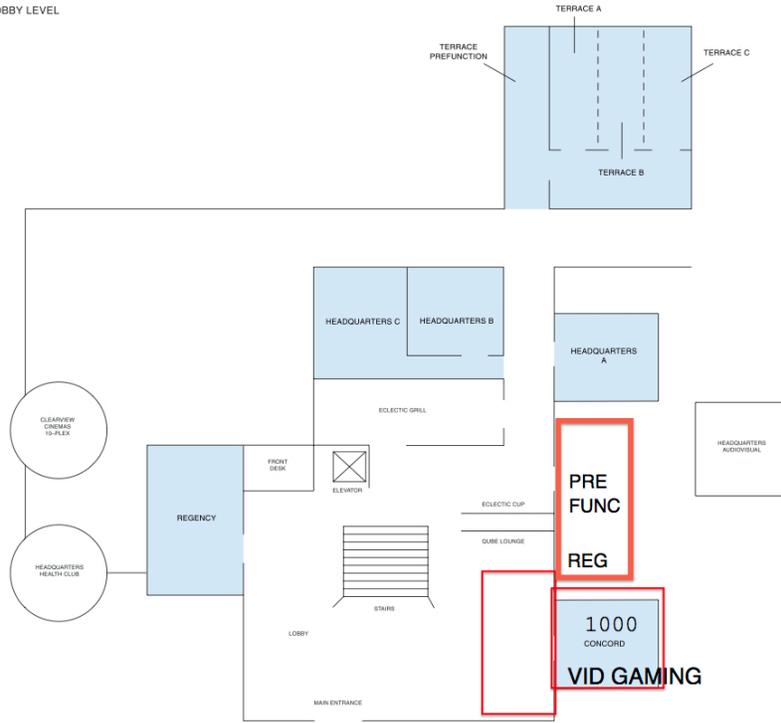
# Floor Plan/Map

## Lobby Level, Boardroom/Parking Level

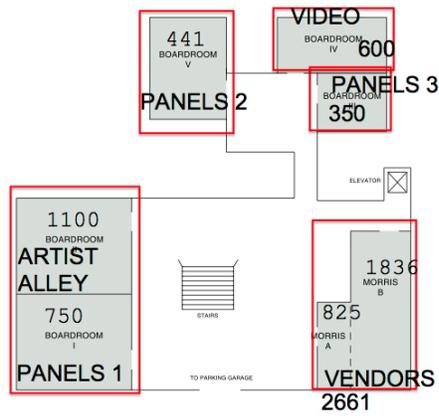
Hyatt Morristown

FLOORPLAN

LOBBY LEVEL



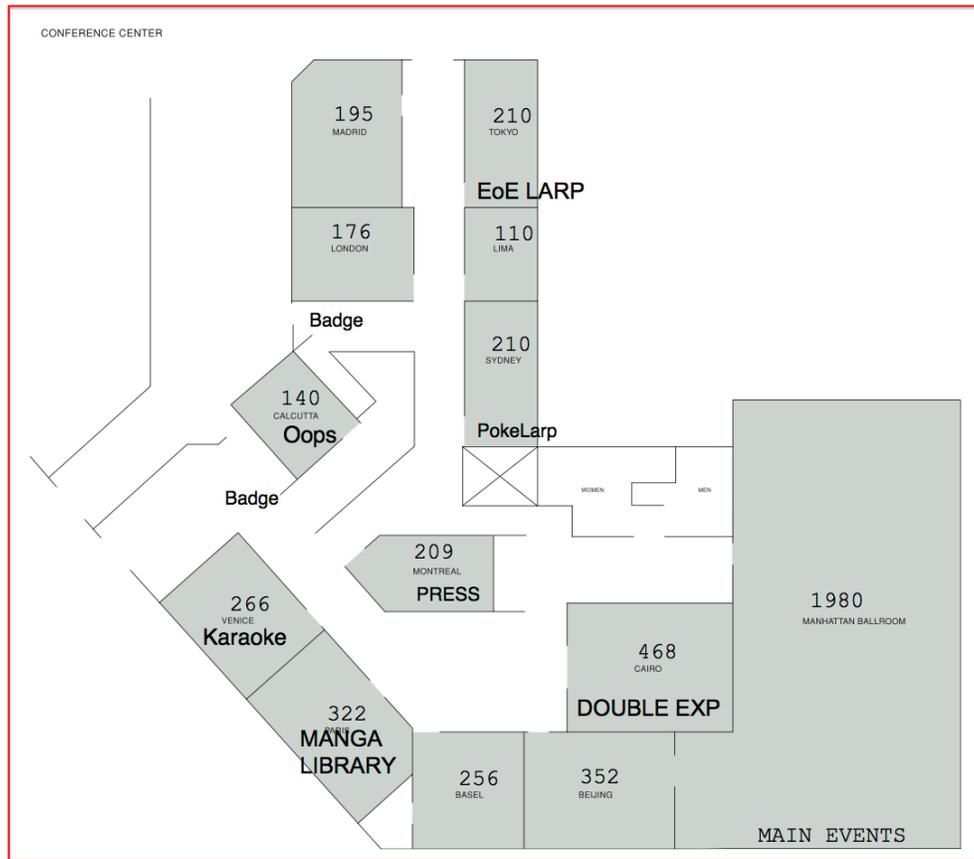
BOARDROOM LEVEL



# Conference Rooms

## Hyatt Morristown

FLOORPLAN



## Main Events

Electro Sound Systems will be providing the lighting, sound, and visuals of DerpyCon 2014's Main Events. Electro Sound Systems has done work before with T-MODE, Zenkaikon, MAGFest, and Katsucon.

As a first time con, we need to make sure our main events stage is presentable as possible. The stage will be set up as similar as to the stage below from a small MAGFest concert gathering a few weeks ago.



Main events is expected to hold over at least 125 people. Main events will be holding concerts, dances, cosplay competition and other main events.

## Hotel Room Arrangements

To those who have signed up for a spot in a room, please see the 2014 Staff Room Block in the Convention Operations Thread on the staff forums. See the post at <https://www.derpycon.com/forum/staff-area-group1/convention-operations-forum11/2014-staff-room-block-thread40/>

Due note, there are rules to follow when staying in one of our rooms. The rules are as follows:

- 1) No outside attendees is allowed to stay in a staff room. Any paid attendees, non-paid attendees, volunteers, or press are not allowed to stay in a staff room block. They will need to be in their own hotel room in our attendee room block.
- 2) Only four people will be put into each room.
- 3) Your room may be

accessed by the hotel liaison, con chair or con ops. 4) The hotel has a strict Quiet Policy after 10PM, as staff we need to follow that rule to respect hotel policy. If you will be loud, please relocate to the lobby or a con meeting room (the convention). 5) Lights out is at 3AM unless we are operating on a 24-hour cycle. Wake up is at 6AM Friday, 7AM Saturday, 7AM Sunday. 6) Unlike the staff suite, outside food, hot and cold meals and alcohol beverages are allowed in the staff hotel room block. Staff is required not to consume alcohol when on duty. Parties (4 people or more) involving "alcohol" are not allowed in any staff hotel room; hotel rooms are meant for breaks and to sleep, not to host parties. Meals or drinks can not be brought to the con suite. The con will not cover meals or drinks outside the staff suite. 7) Room leaders are required to have a credit card for any additional charges for the room, such as hotel restaurant/bar charge or damages in the hotel room. 8) We may make modifications to this agreement at anytime. You will be notified if there any modifications.

The rooms has already been book under the names of the room leaders. The room leaders will receive a confirmation from the con chair soon.

## Harassment Policy

What type of harassment policy should we adopt at DerpyCon? Intervention, the internet culture convention in Rockville, MD, has been known for their harassment policy? Should we adopt to those policies? (We'll let Oni and Harknell know) Their policy is below:

Intervention is dedicated to providing a harassment-free convention experience for everyone regardless of gender, sexual orientation, disability, physical appearance, body size, race, religion, choice of CMS platform, or operating system. We do not tolerate harassment of convention participants in any form. Convention participants violating these rules may be sanctioned or expelled from the convention without a refund at the discretion of the convention organizers.

Harassment includes offensive verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, sexual images in public spaces, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention. Participants asked to stop any harassing behavior are expected to comply immediately.

If a participant engages in harassing behavior, the convention organizers may take any action they deem appropriate, including warning the offender or expulsion from the conference with no refund. If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact a member of convention staff immediately. Convention staff can be identified by their special Intervention staff badges.

Convention staff will be happy to help participants contact hotel/venue security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe for the duration of the convention. We value your attendance.

We expect participants to follow these rules at all convention venues and convention-related social events.

## Department Updates

### Dealers Room

From December 13, 2013 meeting, the Dealers room is now separated from the artist alley, offering 3,000 square of vending space.

When should dealer registration be live?

### Artist Alley

Artist Alley is now in Boardroom II, which will have 1,100 square feet of vending space.

When should artist alley registration be live?

### Video Gaming Room

DerpyCon is purchasing equipment, such as consoles, games, and controllers. These equipment will be stored in DerpyCon storage.

### Cosplay

What cosplay programming will there be? What will the rules for each programming have?

### Live Programming/Panels

Rules still need to be established. Applications will be live mid-March. Deadline to be June.

### Guest Updates

We still have more guests on the way. But we can't say who it will be!

## Street Team



DerpyCon has already had 2 table exchanges in 2014 at Setsucon and Dreamation. We have set up table exchanges with the following conventions so far: Anime USA, Intervention. Double Exposure events will be added on our line up once when they are confirmed. We will be having an appearance at JayCon for running their video gaming room, and we will be appearing at Zenkaikon instead of the Save Point Store.

DerpyCon post cards have been made and updated set will be coming in March. If you would like to have/order a set number of cons, let the con chair or communications director know so we can ship it to you. Such ideas to have post cards at include cons that other staffers will not be at, a comic book store, a club meeting, etc.

Cons that we will need to have post cards distributed at includes Castle Point Anime Convention, SpringFest NY, and LI-CON.