

DRAFT – 22-March-2019 ICG Meeting

International Costumers’ Guild (ICG), 2019 Annual Board of Directors (BoD) and General Meeting Minutes

22-May-2019

Doubletree Boston North Shore in Danvers, Massachusetts, USA

Street address: 50 Ferncroft Road

Danvers, MA 01923

TEL: +1-978-777-2500

BoD Meeting: Convened: 10:00 AM

BoD Meeting: Recessed: 11:30 AM

General Meeting: Convened: 11:30 AM

General Meeting: Adjourned: 12:37 PM

BoD Meeting Re-convened: 12:42 PM

BoD Meeting Recessed: 12:47 PM

Outline:

ICG Board of Directors (BoD) Meeting

... Meeting Opened from Recess

... Approve 2018 Meeting Minutes

... Old Business

... ... Discussion on Motion 2019-01-10, Move to a New Voting Platform

... ... 2019 Guidelines Revision

... New Business

... ... Facilitating New Chapter Onboarding

... ... Five Year Plan

... Chapter Discussion of Common Issues

... Recess for General Meeting

ICG General Meeting

... President Calls Meeting to Order

... Old Business

... ... Approval of 2018 Meeting Minutes

... ... Status Reports by the ICG Officers and Committees

... New Business

... ... Election of 2019 Officers

DRAFT – 22-March-2019 ICG Meeting

... ... Presentation of Five Year Plan
... Chapter Reports
... Chapter & SIG Discussion of Common Issues
... Adjournment

ICG Board Meeting Reconvenes

...

Attachments

ATTACHMENT A: Treasurer's Report: 2018-2019 (Calendar Year), March 2019 ICG Annual Meeting Report

ATTACHMENT B: Recording Secretary's Report, 2019 ICG Annual Meeting Report

ATTACHMENT C: ICG BoD Meeting Attendance

ATTACHMENT D: New Chapter Admission Language

ATTACHMENT E: ICG Guidelines: Ensuring Fair Competition Draft Text (see separate file)

ATTACHMENT F: 5 Year Plan (see separate file)

ATTACHMENT G. 2019 ICG Meeting Agendas

ICG Board of Directors (BoD) Meeting Minutes

ICG Board of Directors (BoD) meeting – 22-Mar-2019

- Convene from recess.
- Pass around sign-in sheet and agenda.

- Approval of 2018 Minutes
- Call for proxies
- Byron Connell: Moves to approve 2018 Minutes.
- Judy Mitchell: Motion seconded.
- Motion to approve 2018 Minutes passed by unanimous vote of BoD.

OLD BUSINESS

DRAFT – 22-March-2019 ICG Meeting

- Marianne Pease: Motion for 2019-20 to move away from Yahoo! Groups.
- The BoD Yahoo! e-mail List has been giving people problems; this has been discussed on BoD Yahoo! List. Some people have problems posting, receiving things, uploading files; some people have had no problems with the Yahoo! List. General discussion in room is about Yahoo! problems uploading files and recognizing people. People who call Yahoo! tech support get ‘don’t care’. Motion is on the table from previous discussion on BoD Yahoo! mailing List.
- Vicky Warren: People with less technical interest have problems with Yahoo!.
- Anne Davenport: Yahoo! has worked fine for me.
- Bruce MacDermott: Suggest uploading Slack instructions to the ICG web site (costume.org) resources section.
- Judy Mitchell: Suggest using two e-mail list platforms.
- Karen Purcell: Suggests a vote to leave Yahoo!
- Anne Davenport: Suggest a vote to go somewhere, something intermediate.
- Jacalyn Stanley: Motion to table until after 5-year plan presentation from President and Vice President.
- Michele Jaye Solomon: Seconded motion.

- Marianne Pease and Mera Babineaux: propose revisions to competition guidelines. Marianne Pease uploaded revisions to competition guidelines. (Yahoo! does not send attachments).
- Made revisions, updated language, anti-discriminatory language (competition guidelines) sections on sizes of competitions -added. Describing levels of sizes (local, regional, etc). Change language under fair judging (avoiding conflict of interest, see Attachment D). Revisions read by Mera Babineaux. And Marianne Pease.
- Byron Connell: Unhappy that copies of the proposed Competition Guidelines revision are not available (copies forgotten). This is not for vote, it is discussion. This was worked on by Marianne Pease and Mera Babineaux on GoogleDocs; some people in the meeting don’t have GoogleDocs.
- Comments from various meeting attendees:
 - wording must comply with US fed regulations
 - make changes accessible
 - clean up language
 - and other changes – including large costumes language (that might need safety considerations)
- Marianne Pease: Want to get vote by June 1, 2019.
- Byron Connell: Why should this be in guidelines?

DRAFT – 22-March-2019 ICG Meeting

- Answer (Marianne Pease or Mera Babineaux): These are added to current guidelines.
- Byron Connell: Why not adopt statement about large costumes? Notes that this is a discussion, not a motion.
- Anne Davenport: How long discussion will discussion go?
- Pierre Pettinger: Fifteen day discussion period, typically online (explains general rules on discussion period). Discussion ends by time limit or with a motion to end and move on.
- Marianne Pease: Wants more action and feedback on rules revision.
- Mera Babineaux: Put revisions on ICG website, Yahoo! Files Section and Slack for discussion.
- Vicki Warren: Move to close discussion.
- Byron Connell: Seconds motion.
- Unanimous agreement of BoD to close discussion.
- Pierre Pettinger: Motion to separate statement about large costume and remove pressure on guidelines.
- Byron Connell: Seconds motion.
- Unanimous agreement of BoD to separate statement about large costume and remove pressure on guidelines.
- Marianne Pease: Calls for more old business. None.

NEW BUSINESS

- Marianne Pease: It is really hard to bring in new chapters – hurts ICG. Need to look at how to add new chapters, encourage chapter growth. Propose waiver of vote for new chapters, and discussion period of 30-60 days; if the board is moving at all. Only other drag on new chapters is submitting dues. We can't do anything about that.
- Bruce MacDermott: Delay can be from the new chapter, not board.
- Marianne Pease: Delay can hurt new chapter interest. Web page has clear instructions on new chapters.
- Jeanine Swick: It has clear instructions on what to do for new Chapters.
- Byron Connell: A period of discussion happens when there is a motion to approve chapter.
- Marianne Pease: New chapter, they contact ICG with letter of intent, long delay, ICG sitting on it, and then approval.
- Pierre Pettinger: Explanation about new chapter application: need to make an adjustment to standing rules.
- Long discussion among various member on bringing in new chapters to ICG.

DRAFT – 22-March-2019 ICG Meeting

- Bruce MacDermott: Change standing rules.
- Pierre Pettinger: Can change standing rules, make motion today.
- Mera Babineaux: Suggest going to 5-year plan presentation part of meeting, but meeting continues discussing change to bylaws to streamline new Chapter admission. Mera Babineaux uses Powerpoint projection to show wording on screen for meeting attendees and make suggested changes. (See Attachment D: ‘New Chapter Admission Language’ for final language discussed in meeting)
- Pierre Pettinger: Can change standing rules to make change.
- Vicki Warren: Question about changed wording.
- Pierre Pettinger: Can’t change rules but can streamline.
- Discussion among meeting attendees while changes are made to wording:
 - ask for objections
 - work in 10-day window
 - Bruce MacDermott, Mera Babineaux, Vicki Warren, Byron Connell suggest wording
 - call for objections
 - other attendees add suggestions
 - propose – streamlining new chapter admission
- Pierre Pettinger: reviewing standing rules and wording
- Nobody likes the word ‘onboarding’.
- Pierre Pettinger: phrases motion to vote --- NEED LANGUAGE – GET MOTION LANGUAGE FROM MERA B ???
- Bruce MacDermott: Move to vote.
- Michele Jaye Solomon: Second.
- Motion on wording passes unanimously.
-
- Presentation of 5 Year Plan (see Attachment F)
- 5 Year Plan is a long term look at ICG.
 - plan is about analysis, goals and projections
 - Mera Babineaux reads list of things what she has heard about ICG. (most are humorously inaccurate)
 - various comments from meeting attendees
- Marianne Pease: Statement about what good things ICG does.
- Jeanine Swick: Guidelines are not rules.
- Byron Connell: Guidelines won’t change misconceptions.
- Marianne Pease: We can do the best we can.
- Mera Babineaux: Misconceptions can hurt new Chapter startups and growth of ICG. From 5-Year Plan:

DRAFT – 22-March-2019 ICG Meeting

- not enough events
- not enough ICG online
- Archives need to be fixed
- more ICG-sanctioned competitions
- Increase membership
- Increase participation
- Merrily Wolf: Question; use ICG press for Costume Con Publication?
- Pierre Pettinger: ICG and Costume Con are separate entities, but they can cooperate.
- Discussion halted to allow for recess for General Meeting
- Bruce MacDermott: Motion to recess.
- Byron Connell: Seconded.
- Unanimous agreement to recess for break and General ICG Member Meeting.
- Meeting recessed.

ICG 2018 General Meeting Minutes

- Marianne Pease: President convenes meeting.
- Byron Connell: Moves to approve Minutes of 2018 ICG Meeting.
- Bruce MacDermott: Seconds motion.
- Minutes unanimously approved by attendees of ICG General Meeting.
- Jeanine Swick: Treasurer's report. (See Attachment A)
 - 392 members at beginning of 2018
 - 406 members at end of 2018
 - general funds and other financial details
- Byron Connell: Marty Gear Fund, contribution money for stage.
- Bruce Mai: Archive report ----- GET ARCHIVES REPORT FOR ATTACHME3NT ??? OR IS THIS ENOUGH?
 - Archives has been very active, acquiring collection and going being important online.
 - Arcives drives traffic to ICG web site.
 - Want 15 minute costume segments for table displays.
- Marianne Pease: Call for Old Business.
- None from attendees.
- Marianne Pease: Call for New Business.
- Office Elections, Nominations:

DRAFT – 22-March-2019 ICG Meeting

- Vicki Warren: Motion to approve candidates.
- Jill Eastlake: Seconds motion.
- Unanimous approval of slate of candidate for ICG Board of Directors.
- Presentation of 5-Year Plan by Marianne Pease and Mera Babineaux.
- Marianne Pease and Mera Babineaux: Presentation of 5 Year Plan (see Attachment F). Note: Mera Babineaux has been doing corporate reports as a paralegal for year. Calls for outreach people for ICG.
- Byron Connell: comment that people join ICG Chapters, not ICG itself. (Was a discussion in the 1980's and 1990's.)
- Betsey Delany Marks: Need to remind chapters about being part of ICG
- Marianne Pease: Remind members about ICG assets that members get.
- Mera Babineaux: Assets that ICG like Archives.
- Anne Davenport: Can add Activity Report to monthly Check-in.
- Mera Babineaux: Working on new discounts for ICG members (for costume-related vendors, like JoAnn's Fabrics discount that was discontinued last year)
- Request from meeting attendees to get copies of slides because some are cut off, not showing everything in the projection on screen.
- Comment from a meeting attendee: There is not enough participation on ICG committees.
- Nora Mai: Asked what 'acquisitions' are. Answer: any capital expenses/assets.
- Mera Babineaux: Continues presentation of 5-Year Plan.
- Various questions and comments from attendees about 5-Year Plan.
- Comments from various attendees on 5-Year Plan related topics:
 - Marianne Pease: Request feedback from attendees to look at proposed guidelines (ICG Guidelines: Ensuring Fair Competition Draft Text).
 - Julie Slate (not on sign-in sheet???, Northern Lights): Not liking Slack for an internet platform. Prefer Yahoo!
 - Dawn McKechnie (not on sign-in sheet???, Fibre Fantasy): Will consultation be done for non-US Chapters and outside ICG age range; Fibre Fantasy gets questions that are not getting to ICG. Younger fans do not feel included in ICG.
 - Proposal for yearbook and other things for members.
 - 5 Year Plan tech plan would move to ICGOnline.
 - Person who created Ravelry (U.S., Europe, etc.) is talking with Mera Babineaux about ICG Online setup.
 - Byron Connell: There used to be an ICG UK and Canada, but not active now
 - ICG Online would include a portal; more questions and discussion from attendees

DRAFT – 22-March-2019 ICG Meeting

- Marianne Pease wraps up discussion
- Carole Parker: Move to adjourn.
- Jacalyn Boggs: Seconds motion.
- Unanimous approval from attendees.
- Meeting adjourned.

ICG Board Meeting Reconvened

- BoD reconvenes.
- Motion to use new voting platform on Slack – temporary – until ICG Online (proposed in 5-year plan). Seconded.
- All vote yes, except Byron (abstain). Motion passes.
- Motion to approve new register agent (\$50/year) in the State of Maryland.
- Motion to authorize new register agent.
- Byron Connell: Seconded.
- Unanimous approval from Bod
- Motion to approve new board (for 2019-20) who were selected in General Meeting by Northern Lights Representative. Seconded by Jacalyn Boggs
- Unanimously approved.
- Bruce Mai (ICG associate Archivist): question, will be a way to pass donation info to Archive when donations come in?
- Question: Is there a threshold for asking permission for spending money?
- Pierre Pettinger: Less than \$500 – Archives spends and informs board. For \$500 and greater Archives must get BoD approval to spend.
- Discussion: Jeanine Swick, Pierre Pettinger, Bruce Mai about Archives.
- Byron Connell: Move to adjourn.
- Judy Mitchell: Seconds motion.
- Meeting unanimously adjourned.

DRAFT – 22-March-2019 ICG Meeting

**ATTACHMENT A: Treasurer’s Report: 2018-2019 (Calendar Year),
March 2019 ICG Annual Meeting Report**

2018 ICG Annual Meeting Report

We began the year 2018 with 392 members in 21 chapters and SIGs. At the end of the year our membership comprised 406 members in 20 chapters and 4 SIGs. The chapter Costumers’ Anonymous of N Texas has changed its name to

Costume/Cosplay/Maker of Texas (CostMAKtx) to be more inclusive of their local community. The Cosplay Photo Shoots joined as a new Special Interest Group, they are based in the Washington DC area.

Marty Gear Memorial Costuming Arts and Sciences Fund: One grant application was received and awarded in 2018 to Lisa Ashton for recovery work after flooding and damage to the contents of Miss Lizzy’s Traveling Historical Fashion Show.

The year began with \$28,392.92 in assets in our combined checking and savings accounts held at the Digital Federal Credit Union.

And we ended with a total of \$29,899.68 in assets in our combined checking and savings accounts held at the Digital Federal Credit Union. A donation to the Archives was received from Alley Cat Scratch in the amount of \$1,360.32 in Dec.

Current account balances as of Feb 28, 2019: General Funds \$23,714.02 Archive Funds \$4,800.83, Grant Funds \$1,501.75 for a total of \$30,016.60.

Income for the year was \$5,099.28 from dues and direct donations to the ICG. Expenses for the year were \$3,414.26 going to archive acquisitions, website, newsletter expenses and operating expenses. Our net income for the year 2018 was \$1,685.02. Copies of the reports are available on the ICG website.

Respectfully submitted,
Jeanine Swick, ICG Treasurer.

DRAFT – 22-March-2019 ICG Meeting

ATTACHMENT B: Recording Secretary's Report
2019 ICG Annual Meeting Report

As last year, I have mostly only been taking attendance for Chapter monthly check-ins via the ICG-BOD Yahoo! list. This is a review of monthly online check-in for ICG Chapters and Special Interest Groups. Check in via ICG Slack channel is available, but has not been used.

CHECK-IN TO ICG-BOD LIST FOR May 2018 – March 2019		
Perfect/Nearly Perfect	ICG Officers, President, Vice President, Treasurer, Corresponding Secretary, Recording Secretary	
Perfect/Nearly Perfect	Armed Costumers (ACG)	Henry Osier (dandyhank)
	Chicagoland (CCG),	Patrick O'Connor
	Greater Columbia (GCFCG)	Merrily Wolf (Ma Walking Wolf)
	Greater Delaware (DVCG)	Vicki Warren (VWarren360)
	Kansas City (Costumer's Guild)	Jennifer Old-d'Entremont
	Lower Arizona (LACE)	Elaine Mami (ECM)
	Madison (MACS)	Vicky Assarattanakul (vicky ayekasang)
	NJ/NY (Sick Pups)	Byron Connell
	Northern Lights (NoeL)	Judy Mitchell (judymitch)
	St. Louis (SLCG)	Bruce Mai (casamai)
	Silicon Web (SiW)	Elaine Sims
	Southwest (SWCG)	Randall Whitlock
	Time Travelers (Costumer's Guild, Portland, Oregon)	Lorien Fletcher
Sometimes checking in	Beyond Reality (BRCG), Seattle WA	Robin Eggar - Jonnalyhn Wolfcat Prill (celedraug)
	Costumers Anonymous (CANT, Texax)	Loretta Morgan (Talysin) -- Crystal Gale
	Northern Virginia (NoVA)	Jacalyn Stanley
Where are you???	Gulf Coast International (GCICG)	Carol Lynch
	Costumers Guild of Lancaster, PA	Crescentia Volz
	Fibre Fantasy, Canada	Sebastien Bouchard (sebastien4221)

DRAFT – 22-March-2019 ICG Meeting

ALSO CHECKING-IN TO ICG-INTERESTED PARTIES, May 2018 – March 2019	
Newsletter Mailer	Patrick O'Connor
Archivist/Parliamentarian	Pierre Pettinger
GEL Administrator	Elaine Sims, Bruce MacDermott,
Miss Lizzy's SIG	Lisa Ashton (ma0902432)
HELPS SIG	Byron Connell
Newsletter Editor	Vicky Assarattanakul
Sheryl Nance-Durst	Kansas City Alternate (Kansas City - KCCG)
St. Louis - President	Karen Heim

Anne Davenport
ICG Recording Secretary

DRAFT – 22-March-2019 ICG Meeting

ATTACHMENT C: ICG BoD Meeting Attendance

ICG BoD Meeting Attendance

Officers (Attendance Required)	Name	Attending?
President	Marianne Pease	Yes
Vice President	Mera Babineaux	Yes
Treasurer	Jeanine Swick	Yes
Corresponding Secretary	Vicky Assarattanakul	Yes
Recording Secretary	Anne Davenport	Yes
Chapters	Representative Name	Attending or Proxy for Chapter?
ACG (Armed CG)	Henry Osier	???
BRCG (Beyond Reality CG)	K. Robin Egger	???
CCG (Chicago CG)	Patrick O'Connor	Michele Jaye Solomon
COC (Central Ohio Costumers)	Carrie Vaughn	???
CosMAKtx	Lorretta Morgan	???
Costumers Guild of Lancaster	Crescentia Volz	???
Fibre Fantasy Artists of Canada	Sébastien Bouchard	Caroline Poissant
GCFCG Greater Columbia Fantasy)	Merrily Wolf	???
Greater Delaware Valley CG	Vicki Warren	Yes
GCICG (new, approved this meeting)	Antoinette de Altenis	???
Kansas City Costumers Guild	Jennifer Old-d'Entremont	???
LACE	Elaine Mami	???
MACS	Vicky Assarattanakul	Yes
New Jersey/New York CG	Byron Connell	Yes
NoeL (Northern Lights CG)	Judy Mitchell	Yes
NoVA (Northern Virginia CG)	Jacalyn Boggs	Yes
SLCG (St. Louis CG)	Bruce Mai	Yes
SiWeb (Silicon Web CG)	Elaine Sims	???
SWCG (Southwest CG)	Randall Whitlock	???
Time Travelers Costume Guild	Lorien Fletcher	???
Officers (Attendance Not Required)	Name	Attending?
Pierre Pettinger	Archivist/Parliamentarian	Yes

DRAFT – 22-March-2019 ICG Meeting

ICG General Meeting Attendance

NAME	CHAPTER
Marianne Pease	President, (chapter???)
Mera Babineaux	Vice President, Silicon Web
Jeanine Swick	Treasurer, (chapter???)
Vicky Assarattanakul	Corresponding Secretary, MACS
Anne Davenport	Recording Secretary, Silicon Web
Pierre Pettinger	Archivist/Parliamentarian, SLCG
Karen Purcell	NoeL
Abigail Welsher	NJ/NY CG (Treasurer)
Victoria Warren	Delaware Valley
Sheryl Nance Durst	Kansas City (Treasurer)
Carole Parker	Silicon Web
Bruce MacDermott	Silicon Web
Nora Mai	SLCG
Bruce Mai	SLCG
Michele Jaye Solomon	CCG
Judy Mitchell	NoeL
Jacalyn Boggs	Noel / GCFCG
Lisa M. Hunt	NoeL
Karen Purcel	NoeL
Kathryn Davies	NJ/NY CG
Sharon Landrum	GCFCG
Betsey Marks Delany	Silicon Web
Sarah Richardson	GCFCG
Ivan Richardson	GCFCG
Byron Connell	NJ/NY CG
Jill Eastlake	Northern Lights
Crescentia Volz	Costumer's Guild of Lancaster
Aurora Celeste	Silicon Web
Caroline Poissant	Fibre Fantasy Artist
Melina Chestley	Silicon Web
Braeden Babineaux	Silicon Web
Debi Chowdhry	ICG

If named person is attending, mark "Yes". If a substitute is attending, print your name.

Notes:

- CG = Costumer's Guild
- CosMAKtx = Costume/Cosplay/Maker of Texas
- LACE = Lower Arizona Costume Enthusiasts
- MACS = Madison Area Costuming Society

DRAFT – 22-March-2019 ICG Meeting

ATTACHMENT D: New Chapter Admission Language

Move to add to Standing Rule 17, Section G: As an exception to the above procedure:

Upon receipt of a Letter of Petition for Recognition from a potential new chapter, an announcement to the board will be made requesting any objections to a vote on acceptance of the new chapter within 5 days. If no objections are received a vote of the board of directors will occur over the following 5 days.

ATTACHMENT E: ICG Guidelines: Ensuring Fair Competition Draft Text

--- See separate PDF file: MM_AttE_2019_icg_guidelines.pdf

ATTACHMENT F: 5 Year Plan

--- See separate PowerPoint file: MM_AttF_5YEARPLANPROPOSAL2019.pptx

ARCHIVES REPORT?????

Talk to Betsy Delany

DRAFT – 22-March-2019 ICG Meeting

ATTACHMENT G. 2019 ICG Meeting Agendas

Board of Directors Meeting

- Call back from recess
- Approval of the 2018 Board meeting minutes
- Old Business
 - Voting on Motion 2019-01-10, Move to a New Voting Platform
 - 2019 Guidelines Revision
- New Business
 - Facilitating New Chapter Onboarding
 - Five Year Plan
- Chapter Discussion of Common Issues
- Recess for Member Meeting
- Return from Recess, confirmation of the officers selected at the Member Meeting.

Members Meeting

- Call to Order
- Old Business
 - Approval of the 2018 Member meeting minutes
 - Status Reports by the ICG Officers and Committees
- New Business
 - Election of the 2019 Officers
 - Presentation of Five Year Plan
- Chapter Reports
- Chapter & SIG discussion of common issues

Officer and Committee Reports

In the interest of time, please consider making very brief summary presentations in the meeting and submitting complete reports to the Recording Secretary for inclusion with the minutes. This will make the information available to everyone and allow more time for chapter discussions.