

**Minutes of the 2017 International Costumers' Guild Annual Board Meeting
April 21, 2017 – Mississauga, Ontario, Canada**

Convened: 9:05 AM

Recessed: 10:15 AM

Re-- convened: 11:33 AM

Adjourned: 11:35 AM

Board members in attendance: Philip Gust (Pres.), Rae Bradbury-Enslin (V.P.), Kathe Gust (Rec. Sec), Pierre Pettinger (Parl.), Judy Mitchell, Sarah Richardson, Byron Connell, Bruce Mai, Patrick J. O'Connor, Kevin Roche, Vicky Assarattanakul, Jacalyn Boggs, Dawn McKechnie.

Candidate Guests: Anne Davenport, Marianne Pease, Mera Babineaux (via Skype)

President read proposed agenda.

Parliamentarian declares quorum. Ratified by the President.

There were no emendations or error corrections proposed for the 2016 minutes. Motion to approve the minutes of the last meeting in Madison, Wisconsin by Bruce Mai. Seconded by Byron Connell. Passed with no opposition or abstentions.

President's Report on the State of the ICG

This is a summary of the President's remarks. A final President's report is included with the meeting minutes on the website.

My focus has been on financial stability, growth, educational outreach, and providing value for our affiliated chapters and their members. It is surprising to realize just how much the ICG has accomplished in the last seven years. Here are 10 things, in no particular order, that I'm especially proud of:

1. The ICG's finances are strong, enabling us to fund existing programs and institute new ones that benefit members and the costuming community.
2. Membership and chapters have increased, and existing costuming organizations are increasingly interested in the benefits of affiliation.
3. The *International Costumer* has gone digital, with high-quality articles in full color, published bi-monthly with a searchable index.
4. More U.S. chapters participate in our GEL program to become 501(c)(3) non-profits, and now receive free financial management software.
5. The ICG Archives has gained international recognition for its continuing work in preserving the history of costuming and being an educational resource.
6. Special Interest Groups (SIGs) were chartered, enabling costumers across the ICG with common interests to come together and share their knowledge.
7. The Marty Gear Fund was established to award grants to projects that benefit the costuming community.
8. The ICG Press was founded as a publisher of books and monographs on topics of interest to the costuming community.
9. Chapters and SIGs can now receive free web hosting and domain names through the ICG.
10. The ICG website now offers extensive online resources to help chapters and SIGs get started, operate, and grow.

Three officers did not stand for re-election this year. Bradbury-Enslin served one term as Vice President. She was also on the ICG Guidelines revision committee whose work continues this year.

Kathe Gust served five terms as Recording Secretary. On the Communications and Public Relations Committee, Kathe created all the PR brochures, business cards, and postcard templates on the website and the “PR Tips and Media Guide,” and “Events and Ideas Bank” articles for the Chapters and SIGs Resource Center. She contributed to the Publication Committee by finding, digitizing, and indexing back issues of the ICG newsletter and all ten years of the *Costumer's Quarterly* magazine.

This was also my final term as ICG President. I have served five terms, and two terms as Vice President before that. The ICG is in very good condition, so this is an ideal time for someone to bring their new ideas and enthusiasm to the position. ICG founder Martin Gear served five terms as our longest-serving president, and I would also like his record to stand un-broken as a mark of my high esteem for Marty.

ICG members are being offered a slate of officers, including Tonya Adolfson, serving her fourth term as Corresponding Secretary, and Jeanine Swick, serving her ninth term as Treasurer. Joining them will be Anne Davenport as ICG Recording Secretary, Mera Babineaux as Vice President, and Marianne Pease as President. Their candidate statements are in the 2017 annual meeting agenda on the ICG website. Please join me in thanking the officers who have served in the past, those who continue to serve, and those who are beginning their first terms.

I look forward to even more amazing accomplishments for the ICG in the coming years under the leadership of the future officers, and I ask the members and the ICG Board to give them your full and unqualified support.

Officer Reports

No reports were filed from the Vice President, Corresponding Secretary, Recording Secretary or Parliamentarian.

Jeanine Swick (Treas.) was unable to attend for health reasons. This is her written report submitted to the President.

We began the year 2016 with 431 members in 21 chapters and 2 SIGs. At the end of the year our membership comprised 479 members in 21 chapters and 3 SIGs. We welcomed the new chapter of the Costumers Anonymous of Northern TX (CANT) and SIG Hey Kids Let's Put on a Show! (HeLPS) became our third Special Interest Group.

Marty Gear Memorial Costuming Arts and Sciences Fund: Richard Man received his second grant going towards his ongoing Transformations: Cosplay photography project

The year began with \$25,267.74 in assets in our combined checking and savings accounts held at the Digital Federal Credit Union. And we ended with a total of \$26,351.68 in assets in our combined checking and savings accounts held at the Digital Federal Credit Union. Current account balances as of Mar 31, 2017: General Funds \$20,484.07, Archive Funds \$5,006.67, Grant Funds \$1,898.41 for a total of \$27,389.15.

Income for the year was \$3,829.26 from dues and direct donations to the ICG. Expenses for the year were \$2,587.79 going to archive acquisitions, website, newsletter expenses, grants and operating

expenses. Our net income for the year 2016 was \$1,241.47. Copies of the reports are available on the ICG website. Respectfully submitted, Jeanine Swick

Committee Reports

Publications Committee (Vicky Assarattanakul)

ICG Press is recruiting an editor-in-chief. There have been no submissions to the Press as yet, but the Publications Committee is open to accepting proposals at this time.

We were contacted by the Costume Society of America and asked to have a blurb in a newsletter. They contacted us, so this is a good thing. The two membership groups tend to be slightly different, but are complimentary.

Q&A

Byron Connell: Will submissions be accepted from non-ICG members? Yes, provided that the proposed content would be of interest to our members.

Phil Gust: I'd like to remind everyone that the Press is also recruiting its own Advisory Board, separate from the Publications Committee.

Byron: What formats will be supported? Kindle and other E-book formats and Print-on-demand paperback formats.

Kevin Roche: Is anyone involved experienced with converting various e-formats from one style to another? Yes, Jacalyn Boggs has some experience and we can also put out a call to the general members if necessary. There are numerous software conversion packages that can be used.

Phil: There will be a cost to purchase a block of 500 ISBN numbers for the Press to use. Each title will need its own ISBN – 1 for each format that is produced. (For example: If offered as a Kindle, and Nook and a Print book, that will be 3 ISBNs.) A suggestion was made to consider a Go-Fund-Me Campaign if the cost was larger than the Board thought reasonable to fund in the annual budget.

Patrick O'Connell: Suggests that the Press should check the cost of Amazon Print-on-Demand vs. CreateSpace Print-on-Demand. Meara Babineaux may have a contact that can report on that.

Guidelines Revision Committee (Rae Bradbury-Enslin)

Life intervened during the committee's attempts to complete this undertaking. Some information was gathered, but no recommendations have been proposed to the Board. Main new ideas are: to be more obviously inclusive of all costuming styles and to add some specifics on anti-discrimination.

Q&A

Jacalyn Boggs: Is the group looking to specifically call out costuming styles?

Dawn McKechnie: It's better not to sub-divide by type, but to address the main points of safety and fairness to all competitors.

Pierre Pettinger: Yes, focus on safety and fairness, not style of costuming.

Kevin: Could there be a sample template showing directors how they can build on and adapt the Guidelines to their own costuming culture and events?

Jacalyn: There are divisions now for Historical vs. Science Fiction/Fantasy. Should that be changed?

Byron: Perhaps we need to broaden fairness and safety discussions to encompass all styles by expanding the definitions. I think the Guidelines should speak to just competition, not separating out Historical as something different.

Kevin: We need to continue to stress that the ICG and Costume-Con are not the same thing. They are totally separate entities.

Pierre: ICG Guidelines should be about safety and skill levels for fairness reasons only.

Kevin: We *do* need to stress the Guidelines are about fairness not “rules.” Perhaps we should add something encouraging judges to “award across different styles?”

Due to time the President suggested that this topic be tabled and return to at the end if time permitted. The group agreed, but I did not record a formal motion on this. Time did not permit. Send your ideas to the committee (icg-guidelinescommittee@costume.org).

IT, Tech and Web Committee (Phil Gust)

The beta version of the new website is available at <http://www.costume.org/wp/> for those who wish to see a preview. Not all functionality is working yet. News and Events need to be integrated. The new conference list software has not been connected yet either. A call for beta testers with known issues (vision problems, various cell phone and computer types) will go out soon. More tweaks will no doubt be needed at that stage. Shout out to Jacalyn Boggs for the heavy lifting on the conversion and to Merrily Wolf for proofreading the entire site as it was moved to WordPress.

The Gallery photo software will hopefully move to new software over summer 2017. Coding time will be needed to make it more closely meet what the Archives requires. Phil is aware of what needs to be done but has found his new teaching position more arduous than he had hoped, thus the delay.

No other committee reports were offered.

President called for other old business. There was no old business before the Board at this time.

President called for new business. Byron Connell proposed the Board send Jeanine Swick the message, “Swift recovery and break a leg”. Kevin Roche seconded. Discussion from several in the room, “OW!” Motion passed unanimously. There was no other new business proposed to the Board at this meeting. The time being 10:30, the President asked whether anyone would care to propose a recess until after the conclusion of the General meeting due to begin at 10:30 AM. Judy Mitchell proposed. Jacalyn Boggs seconded. The Board meeting to re-convene after the member meeting (those minutes follow below.)

Minutes of the 2015 International Costumers' Guild Annual General Meeting

April 21, 2017 – Mississauga, Ontario, Canada

Convened: 10:35 AM

Adjourned: 11:29 AM

The meeting was called to order by the President at 10:35 AM

Attending members of the current Board were introduced. Corresponding Secretary, Tonya Adolfson and Treasurer, Jeanine Swick were unable to be present.

The President called for proxies which were received and validated by the Recording Secretary in absence of the Treasurer/Membership Chair.

There were no emendations or error corrections proposed for the 2016 minutes. Motion to approve the minutes of the last meeting in Madison, Wisconsin by Patrick O'Connor. Seconded – Byron Connell. Passed with no opposition or abstentions.

President's Report on the State of the ICG

(substantially the same as that presented at the Annual Board Meeting. See notes above.)

Announcements

Byron Connell: The HeLPS Special Interest Group will have a meeting on Sunday morning for anyone who is interested in discussing how to run masquerades and similar convention events.

Bruce MacDermott: Seven chapters are now participating in the Group Exemption Letter for non-profit status with the United States Internal Revenue Service. Greater Columbia Chapter is already a separate 5013c, so they and non-US chapters cannot participate in this. All other chapters may participate and should consider doing so.

Q&A

Bruce MacDermott: (in response to a question on Tech Soup and similar chapter benefits) Tech Soup will provide benefits to GEL and non-GEL participating chapters, but some other providers will not do so. Joining GEL is easy and Elaine Simms will help chapters figure it out.

Marianne Pease: *It is very easy.*

Carole Parker: What is the impact of GEL on how a chapter runs itself?

Bruce: In the case of the ICG, the participation requirements are to send an annual financial report to the Treasurer of the ICG. This is a standard format. You also have to file a postcard form annually with the IRS. The ICG has no financial control over or access to your bank accounts or spending decisions. You have a six-month window in which to file and reminders are sent to your chapter treasurer.

Vicky Assarattanakul: Announced the formation of the ICG Press and put out a call for volunteers and author submissions.

Byron Connell: The Marty Gear Fund is taking grant proposals and funding is available. It is easy to apply. Instructions are on the website and you can also view reports from prior grant awardees.

Bruce Mai: The Archive hope to replace the outdated Galley photo software over summer 2017. Acquisitions to the Archive have slowed somewhat. The newly restored 1976 MidAmeriCon masquerade

footage has been added to the Archive YouTube channel (<https://www.youtube.com/watch?v=fhGp2VJ-is8>). The Angelique Trouvere photo collection has also been received.

The Archive is seeking a run list for the Costume-Con 32 Science Fiction/Fantasy masquerade. Please encourage costumers and photographers to send photos of costuming events to Nora Mai for inclusion in the Archive.

For those who would like to see some of the material being preserved, the Archive volunteers present programming at Costume-Con and other conventions. If you are interested in having material from the Archive at a Convention or meeting, please contact them to arrange something. They would also like to begin collecting, recording and preserving interviews or oral histories with costumers on the early days of conventional costuming. Another plan is to set up a wiki or web page to capture historical information. The Canadians hope to set up an archive of Canadian cosplay.

The President called for any additional officer nominations from the floor. There were none. A reminder of the nominees' biographies online was given and the nominees present were introduced including Mera Babineaux on the Skype web call platform. A motion to accept the slate of nominees was made by Kevin Roche. Carole Parker seconded. Passed with no opposition or abstentions.

President called for any additional old business. There was none.

President called for new business.

Kevin Roche reminded the membership that he will be the chair of San Jose Worldcon and they have a membership table in the lobby at this convention. If interested in purchasing memberships or volunteering, please visit the table. Phil Gust offered a peek at the new ICG website and said a call for testers would be going out soon.

Patrick O'Connor moved to adjourn the annual member's meeting. Byron Connell seconded. The meeting adjourned at 11:29 AM.

The Annual ICG Board meeting was reconvened by the President at 11:33 AM

Adoption of Slate of Officers

There was a motion by Kevin Roche to adopt the slate of officers approved by the members in the General Meeting as stated. Seconded by Sarah Richardson. Passed with no opposition or abstentions.

Motion to adjourn the meeting by Byron Connell with thanks to the outgoing President for serving. Seconded by Jacalyn Boggs. Passed with no opposition or abstentions.

Board meeting adjourned at 11:35 AM by the President.