

## MEETING AGENDA

**JUNE 5th, 2022: 2 - 4 P.M. Location: Virtual (via Google Meet):**

### **June 2022 FSCOK Special Board Meeting Info:**

#### **FSCOK Special Board Meeting 06/05/22 Policy Review**

Sunday, June 5 · 2:00 – 4:00pm

Google Meet joining info

Video call link: <https://meet.google.com/hdg-akmi-skm>

Or dial: (US) +1 929-282-1290 PIN: 849 860 112#

Agenda (document available at <http://www.fscok.org/>):

**1. Call to order**

- Time in:
- Quorum:

**2. Review and acceptance of 04/24/22 meeting minutes.**

- a. See attached copy of these minutes.

**3. FSCOK Policy & Event-Specific Procedures Review**

- a. **Discussion & FOR ACTION:** Codify the org's procedure for the necessary annual review and aggregate listing of banned FSCOK members to prevent purchase of membership by banned persons who are not eligible for FSCOK membership owed to persistent policy violations and/or serious incidents involving impeding the health, safety and/or well being of FSCOK members during FSCOK events such as SoonerCon.
- This list is maintained by FSCOK using registration and incident reporting data and securely stored electronically. It is accessed by committee staff persons on a need-to-know basis for privacy considerations.
    - Anyone may make a records request of FSCOK at any time.
  - Banned member information is communicated to FSCOK event security for hired security personnel in advance of events for these personnel to have situational awareness when routinely conducting security protocols and threat assessments for and at these events.
  - Policy and bylaws references for this procedure:
    - See *SoonerCon Convention Membership, Anti-Harassment, Weapons and Props, Hate Speech and Hate Symbols, Incident Reporting, Records, and Other Policies* policy info: <https://soonercon.com/rules-and-policies/>
    - See FSCOK [Bylaws Article II - Membership](#)
- b. **Review and acceptance** of updated SoonerCon Incident Reporting policy to include anonymous reporting option.
- Per Wizards of the Coast code of conduct review and feedback for supporting requested content at FSCOK events, this request was made to make this addition to the procedure and policy language.
  - FSCOK adopted the recommendation and updated the policy 5/25/22, published here: <https://soonercon.com/rules-and-policies/>. Additionally, FSCOK implemented an online feedback form for all members of the public to provide feedback and report issues, including the option for anonymous reporting. This form is located here: <https://soonercon.com/feedback/>

- c. **Review and FOR ACTION:** Update **SoonerCon Incident Report form** for use at SoonerCon 30 event.
  - See attached form for doc mark-up, review and acceptance for immediate implementation at conclusion of this meeting.
  
- d. **Review and FOR ACTION:** Update **SoonerCon Emergency Procedures** for use at SoonerCon 30 event.
  - See attached form for doc mark-up, review and acceptance for immediate implementation at conclusion of this meeting.
  
- e. **Review and acceptance** of current FSCOK Events COVID-19 Participation Policy for implementation at June 2022 SoonerCon convention event:
  - Policy was last updated 02-01-22 and must be in parity with current CDC guidelines for the operation of June 2022 convention.
  - Current policy text: <https://soonercon.com/covid-19/>
    - a. FSCOK utilizes CDC's Community Level guidance for current conditions and recommendations for health and safety protocols for large events.
    - b. FSCOK also utilizes local health department reporting for real-time updates of situation information such as community transmission levels and vaccination totals.
  - References:
    - a. <https://atriumhospitality.com/terms-and-conditions/>
    - b. <https://www.c2e2.com/en-us/about/health-and-safety.html>
    - c. <https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html>
    - d. <https://oklahoma.gov/covid19.html>
  
4. **Report and FOR FOLLOW-UP ACTION:** D&O, liability, and property insurance quotes (*Zac H.*).
  
5. **Report and FOR FOLLOW-UP ACTION:** SoonerCon 30 event security vendor booking (*Zac H.*).
  
6. **New Business**
  
7. **Adjourn**

**Attendance:**

**Upcoming FSCOK Board of Directors 2022 Meeting Schedule with Key Info:**

**\*August - Sunday, 08-28-22, 2p-5p**

SoonerCon 30 event after action reporting and paperwork consolidation  
2022-2023 Board Officer Elections

**September - Sunday, 09-04-22, 2p-3p**

2022-2023 FSCOK Committee Chair Appointments

**September - Sunday, 09-25-22, 2p-5p**

Annual budgeting for 2022-2023 operating period

**November - Sunday, 11-20-22, 2p-4p**



Set 2023 meeting dates; SOS filing deadline for 2023 meeting schedule is 12/15/22

**December - Sunday, 12-11-22, 2p-4p (if needed)**

Proposed Festivus holiday event date: Saturday, 12-10-22

\*Required meeting month, per FSCOK bylaws. All meetings will be held virtually via org's Google Meet.