

MEETING MINUTES

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: 2:20 p.m.
- Quorum: Carmen, Aislinn, Zac, Brian, Matt

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

- a. See attached copy of these minutes.
- b. FYI: All policies from 4/22/22 meeting that Matthew had to complete updates on have been sent to Sec for file retention. Sent 05/02/22
- c. Motion to accept minutes by Carmen, Matt seconded.
 - Vote: 5 aye, no abstain. Motion carries.

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](#)

Discussion:

What is the length of time for someone to be banned? Is it equitable to conduct lifetime bans?

What is the probationary period following an annual review, depending on the severity of the potential negative impact of that person's membership on the health and safety of other members.

Does banning a person increase the likelihood of negative impacts to the current year's event and future membership? What is the extent of FSCOK's duty of care? What is the impact on event security?

Following these discussion points, Aislinn motioned to move to executive session to conduct a vote regarding a particular individual's membership status for 2022 owed to a past precedent of threats of harm and notification to police of these threats that the individual made. Zac seconded the motion.

The executive session began at 3:03 p.m. and a vote was taken regarding the revocation of the individual's membership to FSCOK for 2022, communicating this decision to the individual and processing their membership refund in a timely manner ahead of SoonerCon 30. FSCOK will conduct a request of records for the police report made regarding this individual.

Carmen motioned to conduct the vote to revoke membership of this individual occurred at 3:09 p.m., Zac seconded.

Vote: 5 ayes. no abstains.

The board returned to the general meeting at 3:15 p.m.

- 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/>

Motion to accept as written and implemented was made by Aislinn. Matt seconded the motion.

Vote: 5 ayes, no abstains. Motion carried.

- 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.
 - The document was reviewed and updated during the meeting by all meeting attendees.
 - Zac motioned to approve and accept the document as amended for immediate implementation. Carmen seconded.
 - Vote: Brian, Carmen, Matt, Zac - Aye, Aislinn - abstain, motion carried.
 - **FOR ACTION:** FSCOK to provide incident report to con chair for use at 6/12/22 volunteer training 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.

operated in the hotel). Group is requested to complete the Hold Harmless agreement for contracted security, with the clarification from their legal department being as follows (sent via email by Jennifer Bradford to Zac on 06/03/22):

“Hi Zac, Below is the message we got from our legal department:

“I would have the group sign the Hold Harmless, they do not have to add the security to their insurance. But the indemnification is protecting the hotel from liability. The problem with officers is they can’t, as a government entity, sign a hold harmless, but it is my understanding that if something does happen, they are covered by their employer even off duty.” I have attached the hold harmless agreement. Please let me know if you need anything else.”

- Matthew Sandberg, SSC. off-duty Cleveland County sheriff’s officers have been quoted.
- Zac also got quote from alternate vendor who are CLEET certified private security officers at \$25/hr for armed security officer rate (\$22/hr unarmed) who have liability insurance. However, private security firms cannot carry firearms per Embassy Suites policy.
 - **FOR ACTION:** Matt requested Zac to contact Jennifer B. to see if this CLEET certification can be used similarly where law enforcement have the ability to carry firearms in the course of conducting event security. Zac will email to clarify, then a vendor will be selected based on the available information.
 - a. Aislinn confirmed that the hotel contract’s security provision requires FSCOK to complete the hotel’s hold harmless agreement, regardless of which vendor is selected.

6. New Business

- a. Matthew shared that he intends to apply for the position of SoonerCon Convention chairperson for 2023 and the board acknowledged.

7. Adjourn

- a. Motion to adjourn the meeting made by Carmen, Zac seconded.
 - Vote: 5 ayes, no abstain. Motion carried and the meeting adjourned.

Attendance: Carmen, Aislinn, Zac, Brian, Matt, Bill T., James C.

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



Future Society of Central Oklahoma

PO Box 950406; Oklahoma City OK 73195-0406

www.fscok.org

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