

#Meeting 1: 26th July, 2020

## Members:

Paddy Then

Guy Pendergrast

Aaron Apollo

Michael Harris (Guest)

James Byland

Sam Bowden

Nathan Budd

Meeting Start: 5:44PM

**Main areas of note:** website design/changes, membership payment, grievance council update, insurance policy renewal, two new committee members welcome, social media presence.

## Discussion:

**Website:** Nathan - website creator.

- Website - Aaron will take control of data entry. Only current members of the committee should be admin. Jake Styles will always have an element of control - host. Cannot login to view data, but can delete.
- Problems: people put in not original names for membership website - need to be edited. Due to not being mandatory - this will be fixed.
- Need to get the full names of people who have signed up - **Paddy**
- Edits needed for website: mandatory full + last names. Can emails be used for multiple users? Nathan will test it.
- Billing: can add Stripe, as we need other options for others to pay. Cash - admins must go into the website and add the user into the data.
- 1st of August - the member list will be fully public in the website, first and last names, not email. Junior + Full will be shown.
- Game admins - previously, games were allowed to keep the membership money, but have to keep a record of the user, contact details and real name. Following day - Larpwest needs that detail.

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- Sam proposed a contributor access for orgs - default Wordpress permission, eg. content creators can upload photos in the future.
- Nathan's to do list - Mandatory names, emails. Membership list at the side. Calendar on the side. Events: populating events - Aaron will take over to input the events/training.
- Backup of Website: [larpwestweb@gmail.com](mailto:larpwestweb@gmail.com)
- Requirement to have a log of attendants for all events - covid requirement too.
- A possibility to do a full discount of purchase on the website to be used as a way of attendance for events.
- Orgs can check on the day for membership on the day of the event.
- Larpwest.net - domain needs to be owned by Larpwest, not Nathan.
- Larpwest Gmail account to be added for domain - will be sent to Aaron.
- Password security: for paypal, bank and memberships. Westpac. Sam has access, but Aaron and Guy should just have it, it will be changed.
- Guy and James have been added to the LarpWest email account.
- At the moment, all event memberships would have to be sent to the group organisers.
- Michael's question: Bree's question - previously was a site administrator due to Larpwest position but not able to login. Nathan - Will delete her account, so she can redo her membership.
- We have two ways of paying - Square reader and website. Larpwest committee member has the responsibility to add that person in after taking money.

### **Accepting New Committee Members**

Welcome for Nominated and Accepted Committee -

**Aaron Apollos**

**Paddy Then**

- Minutes will be sent to Aaron by tomorrow - and it will be uploaded on the website.
- Perth Larp Group - minutes to be published there.
  
- Do we need to keep Perth Larp Facebook Group - leave these members off. A page has been created but we have not done anything for it yet.
- Query on the large increase of the insurance prices - Aaron will double check and query with insurance.
- James: Grievance Group - deadline: overdue, but need to make public announcement but is still existing. Done during the meeting.
- Each of 8 committee members - grievances can be approached to these people - colour bans: black, red, orange, yellow, who has the responsibility of bans - orgs have authority within games, but will be needed to follow up after the game to grievance members.
- Vet 8 new people to allow for a grievance roster, 1 year membership, half term elections to allow for new members.
- Paddy - No one is immune from grievance list - even orgs if problems arise.
- Guy - problem with 8 new people, may not have enough people, and for problems between games - accused/accusor can talk to them via email.
- Idea floated at grievance group meetings - after every game, a record document for yes, problems, or no problems. Recorded negative reports and positive. Solves the problem for organisers who don't have to deal with the problems of the past game. Committee will help orgs to manage these issues.
- James - yellow bans - repeated small scale things will be main of the issues in the community, each tier will be reviewed for repeat offenders.
- Michael: Community is generally small demeanors or very bad offences.
- Committee can take offenses further, if consistent problems.

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- Sam: appeals process, limits of what the people involved want it to be.
- Bans between games: LarpWest can decide if it's an all game ban or solo game ban.
- James; idea - grievance group numbers, max 8 people, min 4 people. To be brought up to the ideas group.
- Paddy - seems like many of the Grievance planning group will be part of the grievance council.
- 31 memberships so far. Jade Prophecy and Arena Larp, Warhearts, Village of Idiots and Faith and Steel are upcoming larps.
- Paddy - would like to have a social media presence, but unable to take over running of it. Perhaps a community member - and Larpwest reviews their decisions?
- Proposal required: Instagram social media - Paddy
- Originally a budget existed for it but this year not, due to cons shutting down.
- Auto-renewal for annual membership: electronically - not 1st of April, lasts from the day of payment. Payment is taken out of the same payment method - account will be disabled if not? Nathan will check for email updates before the date for membership expiry. Guy set it to auto pay automatically, except juniors as they will get older.
- Need to check - lazy tax auto charge members by accident if year passes.
- Aaron - what platform are we using to talk to our people - ideally website, one place for posting announcements.
- Nathan - suggestion to use social media management app/plugin - same message sent over three or four different platforms, free.
- James: will send a social announcement - to Perth Larp community about Grievance Group.
- Highland Games - Larpwest involvement this year.

Meeting Finish: 6:57PM.