



2020
ANNUAL
GENERAL
MEETING

Sunday, Sept. 13th, 2020 @ 7pm
Ignite Labs, 208 Main Street, Yarmouth, N.S



hosted by
IGNITE

Y-Con Gaming & Comics Convention

Final Report to the Board of Directors

2020

The hardest decision any group running a convention can make is whether to postpone or cancel the event they had been working so hard on. It takes dedication and a clear vision to organize an event such as Y-Con. The countless meetings, fund raising efforts, and communication with so many people and organizations within the community is a rewarding yet demanding activity. However, a worldwide pandemic made a hard decision easy to make.

When COVID-19 was declared a pandemic by the World Health Organization (WHO) in March of 2020, it became clear that hosting an event like ours would not be possible. Local governments had declared a State of Emergency and many businesses had been ordered closed until further notice. Further, stay at home requests were made daily and it was becoming apparent that COVID-19 was here to stay. In mid March, the Y-Con Executive Committee convened a video conference and was decided that Y-Con would be cancelled for the year 2020 and would return in 2021.

A hard decision made easy by the need to keep our attendees healthy and safe and to follow all mandatory instructions by the Nova Scotia Government and health officials. Shortly after our announcement many of our sister convention groups in Nova Scotia announced their cancellations. East Coast Comic Expo, Geekquinox (who postponed twice to late dates but ultimately cancelled for the year), Capercon, DeCaf, and finally Hal-Con made their announcements. It was clear that the impact was widespread that larger conventions in the US, GenCon, San Diego Comic Con, Origins, and all of the other larger conventions would also have to cancel their events.

At the time this is written, Nova Scotia is slowly reopening with nonmedical masks becoming mandatory in all indoor spaces (businesses and government buildings with public areas) and limited numbers that can gather. Despite these challenges, Y-Con remains active. Currently, a virtual Cosplay contest is being ran by the Events Coordinator and has had a popular response. The result of this contest will help shape how Y-Con will manifest in 2021 and will allow us to adapt to our changing world.

2021 will bring change. And change is always good.

Regards,

Dean Martin

President

Y-Con Gaming and Comics Convention 2020

Y-Con 2020 Events Coordinator Final Report

In this letter you will find the final report from the Events Coordinator and a review of the efforts for Y-Con 2020 prepared by Kayla Fells.

Tasks and responsibilities:

Organizes the Cosplay event

Organizes the Miniature Painting Contest

Organizes the Guests Panels

Organizes the Auction/Raffle

Organizes the screenings of movies (If applicable)

After the initial review and feedback from the post convention survey and the postmortem for the 2019 convention the decision was made to update some of the events and expand the popular events. For Miniature Painting – Change judges, exploring working with the vendor team to arrange for Jeff to judge the event.

Cosplay Contest to be held Saturday (not Sunday as last year) as the only complaint was that as Saturday was the most popular day there were some disappointment they didn't get to see it as that was the only day they came. Where this was the highest day for attendance it was decided to make this change for the fans attending the event as a whole. Update the Cosplay Contest categories as we now have an idea of what is available. This included moving to a Beginner/Novice, Expert, Youth group and prop structure.

Hold live Auction, plus usual Raffle, for larger donation and for more excitement during the process.

Expanding the panels to include time and space for Fan run Panels, creating an application form for this to be reviewed once submitted as another way attendee can express and celebrate their interest and fandom and get involved in the convention as more than just attendees seeing a show; but are a part of the show.

Enhancing the film portion with Fan flick, film showings and a mini contest for short films submitted.

Once these updated where made new tasks where added and completed to the point of implementation as this is when Y-con had to face the unfortunate relativity that it was time to cancel the event this year due to the state of emergency. As even if we where allowed to have the event from the provinces regulations benders and performers would not be in a recovered state to attend any events.

For the Cosplay event the following task where completed:

- Created the contest rules
- Creates entry forms
- Plans the scheduling of the event
- Determines and sources prizing - worked with vendor coordinator for this as some vendors where providing prizing.
- Identifies and recruits judges confirmed the return of Kayla/Arra Leblanc reached our for Cassie and was in the processes of confirming additional judges.

For the Miniature Painting Contest the following task where completed:

for this process work was done closely with the vendor team as we were looking to invite a vendor to host this process.

- draft of potential contest rules
- Create entry forms
- Also reviewed the alternative judges fro the event as the primary option was not available.
- Reviewed allowing previous host Sandra and Richard to return so long as they where able to abide by policies and expected behaviour. Also

explored bringing in art gallery members for assistance.

For the Panels the following tasks were completed:

- - Creates and maintains a schedule for the panels
- Recruiting panellists to work to ensure a wide variety of topics
 - managed and review the current descriptions from members of the committee and board.
 - Creating themed time lines in the schedule that can coordinate with other events like the DND panels to DND events in the gaming hall.
-
- create application form for fan panels
- worked with guest team from their members who would like to do a panel and review what would be needed.
- Established a time line for when panels can start and end each day allowing for the more opportunity to fill while not running too late in the night for events.

Organizes the Auction/Raffle

- Discussed and worked with the sponsor coordinator and vendor coordinator for reaching out to businesses so we do not over contact or 'step on toes'

- Searched for and identifies a charity for the auction -
- Seeks out donations for the auction and ensures variety for non vendor and sponsor groups.
- Schedules the time of the auction and ensures there is a presenter.

Organizes the screenings of movies (If applicable)

- Worked with the guest coordinators for Seeking out films to be screens that are relates to the convention (super hero, sci-fi, fantasy, etc..)

also added the element of the short film contest for attends as a way to display and support local and growing talent.

Once the final decision to cancel Y-Con 2020 was made and voted on by the board emails and calls were made to the confirmed contacts and out reach was halted.

However as this is being written I am working with members of the committee to host a virtual cosplay event as an alternative to the in-person event, and to help continue the momentum for Y-con moving into 2021. we will be running this event from July 31st to August 31 with winners being announced on Sept, 4th.

As was the first successful year of Y-con it has been a continued pleasure and joy to work with the Y-Con team. We are still growing our convention and the reach is going beyond our local area along with the support and interest. I am more than confidence that we will be back stronger than ever. Looking forward to continuing my relationship with Y-con and my role for events; all things not gaming in the 2020-2021 year and beyond.

Thank you,

Kayla Fells

July 29, 2020,
Concerning Y-Con, 2020:
Gaming Coordinator, Final Report

Work as the gaming coordinator was ongoing, from the end of Y-Con 2019 to the point of cancellation. Due to Warlord's large presence, I needed to maintain semi-regular contact with the Warlord representatives to begin planning their 2020 appearance as early as possible. This meant speaking with Warlord two to three times a month, increasing to weekly calls as we moved into 2020, and closer to our deadlines.

Once the venue was chosen, I assisted in organizing the floorplan to maximize the gaming space, dividing the area into tabletop, board game, and RPG sections that would be scheduled as we received volunteers to run games. I organized judging for the pokemon tournament and scrapped both Magic: The Gathering and Yu-Gi-Oh tournaments due to lack of available sanctioned judges. I organized my own set of volunteers, including Emad Aziz from Games on Board. I choose people based on their personality and their ability to encourage ongoing gaming by engaging people - turning spectators into players.

Along with the sub-committee, I helped implement the Game Giveaway which would allow one person at the end of a scheduled game to "win" that game and take it home with it as a prize.

I spoke regularly with Warlord, who were willing to supply additional judges for Warlord Games tournaments (specifically, Blot Action).

In the early stages, work began on setting up a live stream event from the con with both Malcom and Dean. Unfortunately, due to circumstances out of our control, live streaming the event and "twinning" our convention with Prairie Con was not doable for 2020, but will likely be revisited at a later time.

I kept an open line of communication going with Games on Board. I wanted them to be a larger part of the gaming experience for 2020 and encouraged Emad to bring extra volunteers with him in order to expand the gaming presence; these volunteers would be there as a means of engaging anyone who might be interested in playing a game.

I was working on sourcing additional DMs for the roleplaying tables as well as finalizing details for demos run by a group of gamers from the Halifax area. I was also in talks with Deck Box and HFX Games to provide prize support and to discuss potential ways for them to send judges for different tournaments (more Pokemon events, Magic, Yu-Gi-Oh).

Once Covid-19 struck, and the con was officially canceled, I made contact with Warlord Games to deliver the news. I also contacted Emad of Games on Board, as well as my personal volunteers to thank them for their time -- all remain interested in participating next year.

Stephen Howatt
Gaming Coordinator

Graphics & Artwork — Y-Con 2020

General Graphics

With the start of the new year, preparation began in earnest with collecting and gathering official sponsors. As Dean confirmed sponsorships, early on in January the process of contacting graphic/marketing departments and collecting high resolution logos from sponsors such as Jungle Jims, Dairy Queen, Coles and Boston Pizza had begun. These were to be used on the website as well as promotional and marketing materials.

The lanyard design had been discussed by the marketing team (Dean M., Malcolm S., and myself) and I had started but not completed the design, with an ETA date given of the end of March to finalize. We discussed <https://customlanyardscanada.com/flat-polyester-lanyards> as a potential place to purchase from with the number of lanyards being in the range of 50 for now.

The design for badges was mentioned. One for each of the following; Guests, Vendors, Staff, VIP and Weekend Badges.

I was also tasked with modifying the high res version of the Jungle Jims logo to screen print onto the t-shirts for the volunteers for this year as they are the 2020 t-shirt sponsor.

Artwork for the yarmouthcon.com and social media

Completed the first draft of the registration form for the website and notified Malcolm so he could complete what I couldn't in WordPress.

Coles, Jungle Jims, Boston Pizza and Coastal Financial were all added to the sponsor carousel of the website, and I was waiting on the official new Ignite logo and confirmation from Jake's Diner on official sponsorship.

The Call-Out blog post on the website for artists as vendors was completed as well as a blog post for Dean showcasing the pre-registration for games.

April 1st the decision to cancel Y-Con 2020 was made. Removed the FB cover image with the 2020 dates and replaced with a placeholder stating 2020 is cancelled due to the Covid-19 Pandemic.

Malcolm had started and completed the work on the latest News portion of the website

That's a complete summary of the work that was done from the start of 2020 until the point where Y-Con 2020 was cancelled due to the Covid-19 Pandemic on April 1st, 2020 as far as I can gather from conversations and work done.

Kellie Ann Perry

July 23, 2020

Y-Con 2020 Marketing Final Report

Below is the final report on marketing coordinator efforts for Y-Con 2020 prepared by Malcolm Seaboyer.

Tasks and Projects

- On-going promotion of Y-Con events through Y-Con's three social media platforms (Facebook, Twitter and Instagram)
- Creation of a Y-Con Mailchimp account for email marketing
- Assisting Kellie-Anne with Y-Con website updates such as a News page, new form creation, content/image updates and more general website maintenance
- Y-Con swag bag management with assistance from Dean and Stephen
- Plans to create a cosplay photoshoot at Cape Forchu during Y-Con with local photographer
- Designed Y-Con business card
- Attended both fall and winter games days with on-site social media promotion
- Worked with Dean on creating a relationship with the NSCC and discussion on Burrigde campus as the host venue - which was secured and would have proceeded if not for COVID-19
 - Provided input on the floor plan of the venue
- At the time of writing this report, I am helping Kayla setup a virtual cosplay event as an alternative to the in-person event
- Advisory of IGNITE Labs and YASTA Tourism Start-Up weekend which Y-Con attended and won 2nd place in.
- Helped Dean apply for the Yarmouth & Acadian Shores hotel levy event grant fund

Summary

Aside from the unfortunate, but appropriate, cancellation of Y-Con this year, it has been a continued blast to work with the Y-Con team this year. We still grew our conventions footprint not only locally, but in the fabric of the Maritime con scene. I have full confidence that we will be back stronger than ever. Looking forward to, and planning on, continuing my role as Marketing Coordinator in the 2020-2021 year.

Thank you,
Malcolm Seaboyer

July 24, 2020,
Concerning Y-Con, 2020:
Vendor Coordinator, Final Report

Work for the vendor coordinator position began before the implementation deadline arrived. During the first two months, two master lists were created: one of retail vendors and one of artists. This list served as a wishlist of potential vendors that would be a good fit for the convention. Once the vendor package was completed and approved, a blast email was sent out to approximately 50 maritime based artists which was to be a new feature at Y-Con 2020.

Vendors that attended the 2019 convention were contacted and offered a table at a discount as thanks for support in our first year of operation. Three immediately requested spots (Rainbow's End, Mythic Games, Handmade by Holly), two were unable to return (Hecatina, Coles), and one failed to respond at all (Angie's Breathing Canvas). Payment arrangements were made for the vendors wishing to return and, upon payment, they were sent the full vendor kit.

Payments were sent via e-transfer and upon receiving the funds, the vendor was sent a receipt and a copy of that receipt was placed in the one drive.

After the first facebook post went live, a number of personalized emails were sent to potential vendors. Email, Facebook, and phone calls were the most reliable means of contact for most potential vendors. A Halifax trip was cancelled, due to Covid-19 where a number of in-person meetings had previously been arranged (Deck Box, Monster Comics).

Upon the board making the decision to cancel Y-Con 2020, a blast email was sent out to each vendor that had already paid. They were given the opportunity to receive a full refund, or they could opt to have their place held until the next convention. One vendor requested a refund (Sew Wild Designs, with the intent to return next year), one artist confirmed that they wished to have their place held. The others did not respond/request a refund. They were thanked for their interest and are all placed as top priority vendors for the next Y-Con.

In closing,

Being a part of Y-Con has been a thrilling experience, and while I'm grateful to have been a part of the convention in its infancy, I will be resigning from both of the Committee and the BOD for the upcoming year.

I wish to remain involved in the convention, through vendorship as Mythic Games and Hobbies, and I fully intend to lend my services to the convention by means of volunteering, and I look

forward to watching the convention grow as we continue to navigate through unprecedented times.

Sincerely,
Kristen Fowler

Y-Con Guest Final Report 2020

The Y-Con "Guest" team contacted dozens of potential guest to appear at the 2020 Con.

Many of them were interested but needed financial help for travel/accomodations which we couldn't promise at the time.

We did get a positive response from several authors, previous guest Tony White (possibly with some comic people coming with him), and movie/documentary/TV filmmaker Paul Kimball.

There was also a possible skype guest who couldn't travel for medical reasons but would do a muppet/puppet panel via skype.

A trip to DCAF (Dartmouth Comic Arts Festival) was very helpful as we were able to chat with numerous creators and put a bug in their ear for 2020 and beyond.

The offer of free coffee and some food was helpful in getting yesses and maybes but it looks like we will need some travel/accomodations incentives to get many people to come.

The success of the 2019 Con was also a good talking point.

Most of the guests were very positive when offered a chance to be included in the next Y-Con.

Sean MacLellan

Guest Co-Ordinator

SPONSOR COORDINATOR EXECUTIVE COMMITTEE REPORT Y-CON GAMING & COMICS CONVENTION 2020

Assumed the role as sponsor coordinator at the first Executive Meeting at the AGM. Main responsibilities included securing sponsorship for the various aspects of the convention including the Cosplay Contest, Volunteers, Swag Bags, Lanyards, Gaming Tables as well as securing general sponsorship. A revised sponsorship package was created with a focus on lower end, affordable sponsorship choices. This, along with having a successful convention year in 2019 garnered additional sponsorship for 2020.

The following sponsors from Y-Con 2019 agreed to return for Y-Con 2020

Jungle Jims – Volunteer shirts and gaming table - \$380.00

Boston Pizza – Food for volunteers and gaming table - \$50.00

The following were new sponsors who signed up for Y-Con 2020

McDonalds – 3 gaming tables - \$150.00

Kim's Kustom Embroidery – 2 gaming tables - \$100.00

Dooly's – 4 gaming tables and something for the swag bag - \$200.00

Dairy Queen – Lanyards - \$500.00

Ignite Southern - 4 gaming tables and general sponsorship - \$300.00

Coastal Financial – Cosplay Contest - \$500.00

Coles Books – 2 gaming tables - \$100.00

Several other sponsors were approached and were at various stages of negotiation including Pepsi Co, Eastlink, Jake's Diner, and L&N Signs.

In March of 2020 the Executive Committee made the decision to cancel Y-Con 2020 due to the COVID-19 pandemic. The sponsors who had paid were contacted and offered the option of having their money returned or to have their sponsorship carry over to the next year. The following opted to have their money returned with the remainder keeping their sponsorship for Y-Con 2021.

McDonalds

Coastal Financial

Dean Martin
Sponsorship Coordinator

VENUE COORDINATOR EXECUTIVE COMMITTEE REPORT Y-CON GAMING & COMICS CONVENTION 2020

Assumed the role as venue coordinator at the first Executive Meeting at the AGM. Main responsibilities included securing a venue for the event that could provide ample space, sufficient parking and access to the site and accommodate space for gaming tables, vendors and attendees.

Y-Con 2019 took place at the Rodd Grand Convention Centre and it became clear that Y-Con would outgrow that space in the following year based on the growth projections. Several sites were considered including the Mariner Centre and NSCC.

Mariner Centre – Cost for 3 days which included one arena projected to be \$11,000.00. This was fiscally far out of reach of Y-Con 2020's budget.

NSCC – A space that included a large gym, and a multi purpose room down the hall that could accommodate all of our one off events for a cost of approximately \$3,800.00

In February of 2020, an agreement was signed with NSCC to host Y-Con 2020.

The agreement with NSCC was cancelled due to the COVID-19 pandemic as Y-Con 2020 as an event was canceled until 2021.

Dean Martin

Venue Coordinator

July 20th 2020,

Y-Con 2020

Volunteer Coordinator – Final Report

Arrangements were made with web page maintainer to update the website for 2020 volunteer requirements and dates

Spreadsheet built for volunteer details and scheduling. Ongoing solicitation of other coordinators for what assistance they will require, and what / where / when they would want shifts. No response.

Email access to the volunteering account arranged and set up

Considering approaching the NSCC regarding soliciting volunteers – Dean approached contacts at the college but there was no response

Asked to any remaining volunteer shirts from last year. Details were forwarded, shirts remained with President. Jungle Jims agreed to sponsor volunteer t-shirts with their branding added to them. Requested art work for the shirts, as well as any information on previous shirt printing. Dean offered to take care of arranging for the printing.

Application, and account arranged at Volunteer Nova Scotia

Research begun on acquiring water bottles for volunteers, requested details on how many? Was this an item that we wished to brand/sell? - This task was then moved to Marketing Coordinator

All volunteers from previous year who's contact information was available through email contacted to see if they were interested in volunteering this year

Post was made (by whom), to the Y-Con 2020 Facebook page soliciting volunteers

April 2020 – we have 2 volunteers, one from a past year, one through the website,
Late April – 1 volunteer dropped out due Covid-19

Y-con 2020 Cancelled – both volunteers informed and thanked for their offer of their time and effort and hope they'll join us next year

In closing,

James and I would like to thank you for including us in this year's Executive Committee and are so sorry that circumstances required the cancellation of this year's event. Unfortunately as life goes on a circumstances change, we won't be able to sit on next year's Executive Committee and we wish you all the best for future fabulous events.

Sincerely,

Vicky and James Baker

Final Report - Treasurer

As of July 26 , we have a balance of \$3,216.34 in our CAD bank account and \$0 in our USD account.

Several of our vendors have not requested refunds for their fees, and we still have 2350.00 in sponsorship which was not refunded. This leaves Y-Con with a net income of \$2038.95.

We paid 49.97 in bank fees to maintain a USD bank account, which was not used for the convention. This account is still open.

Y-Con Gaming and Comics Convention			
Income Statement			
For the Period Sept 1, 2019 -Jul 28, 2020			
Revenue			
	Ignite Labs Entrepreneur Prize		\$ 500.00
	Sponsorship		\$ 2,350.00
	Game Day ticket Sales - Oct 2019 & Feb 2020		\$ 343.50
	Vendor Sales		\$ 130.00
	Total Revenue:		\$ 3,323.50
Expenses			
	Bank Fees		\$ 104.97
	Event Insurance (annual)		\$ 400.00
	Game Day expenses - Oct 2019 & Feb 2020		\$ 232.97
	Hospitality		\$ 49.62
	Marketing		\$ 81.40
	Registry of Joint Stocks		\$ 31.15
	Signage		\$ 69.00
	Website Hosting		\$ 315.44
	Total Expenses:		\$ 1,284.55
Net Income			\$ 2,038.95

With cash and inventory we have assets totaling 3467.29. Our liabilities include 2480.00 in rolled over sponsorship and vendor sales. This gives us an owner's equity of 987.29.

BALANCE SHEET	
	Jul 28, 2020
ASSETS	2020-07-28
CURRENT ASSETS	
Bank Balance	2316.34
Cash	\$154.80
Accounts Receivable	\$0.00
Inventory	\$0.00
Prepaid Expenses	\$0.00
Short-Term Investments	\$0.00
Total Current Assets	\$ 2,471.14
FIXED (LONG-TERM) ASSETS	
Long-Term Investments	\$0.00
Office Supplies	\$96.75
Convention Supplied	\$206.40
Promotional Assets	\$624.00
Signage	\$69.00
(Less Accumulated Depreciation)	\$0.00
Intangible Assets	
Total Fixed Assets	\$996.15
OTHER ASSETS	
Deferred Income Tax	\$0.00
Other	\$0.00
Other	\$0.00
Total Other Assets	\$0
Total Assets	\$ 3,467.29
LIABILITIES AND OWNER'S EQUITY	2020-06
CURRENT LIABILITIES	
Accounts Payable	\$0
Domain	\$0
Hosting	\$0
HST Payable	\$0
Accrued Salaries and Wages	\$0
Unearned Revenue - rollover vendor sales	130
Other - rollover sponsorship	2350

Total Current Liabilities	\$2,480
LONG-TERM LIABILITIES	
Other	\$0
Other	\$0
Venue	\$0
Total Long-Term Liabilities	\$0
OWNER'S EQUITY	
Owner's Equity	\$987.29
Total Liabilities and Owner's Equity	\$3,467.29

To date these sponsors have not requested a refund:

Sponsorship - Dooleys
Sponsorship - Kim's Kustom Embroidery
Dairy Queen
Ignite Southern, Jungle Jim's
Coles
MacDonalds

The vendors which have not requested a refund:

Vendor Sales - KASANDRA SLANEY
Vendor Sales - HOLLY MORTON

Judith Rozee - July 26.