

PDF Planning Committee Meeting Minutes

Date: Sunday, January 10, 2016 at 12 pm

Purpose of meeting: Begin plans for Spring 2016 burn

Agenda summary: Coordinator changes; review submitted After Burn reports; PDF organization discussion; planning cycle reminders

Meeting called to order at 12:05 pm

Roll call:

Owsla (leading meeting, PC coord)
Mythic (off-site Ranger coord)
Alfred (Greeters co-coord)
Pena (Sound co-coord)
Jim (Purchasing coord)
St. Greg (Art Grants co-coord)
Ursula
Virgin Andy
Yeti (DPW coord)
Rev. Dave (Burning Arts co-coord)
Dove (BOD member)
Blizzard (Sound co-coord)
Gillian (Greeters co-coord)
Little Bit (Exodus asst. coord)
Pop Tart
Princess Giggles (Volunteer coord)
Karnak the Padawan

First Order of Business – Coordinator changes and searches

- 1) Please welcome our new Sanctuary coordinator, Jen Dublin!
 - We will get her added to the coord list today

- 2) Art Grants
 - Art Grants department is (I believe) still looking for a new co-coordinator to take over for O Man
 - **Confirmed by St. Greg**

- Would like to welcome Sara Muskulus to the team as the art grant archivist.
 - From O Man: She is an excellent photographer and has already archived the last two PDF's at our behest and wants to continue to do so moving forward. It was a desperate need of the Art Grants leads to be able to archive past art projects and be able to use them to promote to and recruit artists.
 - Links to her photos from the past two burns will be put up on the PDF website soon

Discussion:

Owsla – Reminder for Art Grants to get in a proposal for an additional reserve ticket for the new archivist position if they wish to have that available.

Second Order of Business – After Burn reports

1) Greeters – submitted by Gillian

- The Good:
 - We had art at the back gate as well as participants leading games and activities for those waiting.
 - Hug menus were a huge hit; hug glory hole could be re-imagined.
 - Volunteerism was damn good!
 - No shift went unmanned or even under-manned.
 - Volunteers loved their bandanas swag! And this came in SIGNIFICANTLY UNDER budget as well!
 - We had great dealings with the vets for gate turnover.
 - Despite the bad weather Friday everyone was in good willing spirits for packing in.
- The Bad:
 - People not understanding how to gtfo of the event during the loading/unloading process.
 - Maybe legit signage is necessary, because verbal communication in line and at the parking pass station was not enough.
 - Bugs (need for citronella candles for the spring).
 - It took the greeters this long to send in the Afterburn report...
- For next time:
 - Citronella candles for the love of god.
 - There is talk about making some sort of intro to consent culture at the back gate. Devon wants to take on looking into how to carry this out because she is fantastic.

- Normally we "shut down" the gate after Saturday night; discussions were made for adding shifts on Sunday for help with gate break down for easier Monday exodus.

**Still missing reports from Drum Conclave, Fire Conclave, Gate (but not Greeters), Stage*

- *Gate is waiting for reimbursement from the BOD before submitting their AB report*

Discussion:

Alfred – If other departments would like to take a look at their budgeting for bandanas so as to see how much it costs, she has a screen-printer connection that she's using and could accommodate other departments as well for other screen-printing needs.

Third Order of Business – PDF organization restructuring discussion

1) PDF restructuring discussion – submitted by Dove

Discussion:

Dove – As many people are aware we've been talking for several years now about ways for the non-profit side of Playa del Fuego to be managed differently and by different people than those who manage the event side of things. The BOD now has a plan on paper; they are working on final wording for some details (such as how the first couple years of on-boarding and other such things would look). This announcement now is to inform people of that document being posted soon (following the next BOD meeting) in order to get people's thoughts on it and to keep people abreast of the next steps as we move forward. This will be posted on the PONY when it comes out.

Ursula – How does a person get more involved in helping to co-coordinate (or assist in coordination) of a department? How does one get more information on what the open co-coordinator positions are and what the responsibilities are, etc.?

Owsla – Generally this is done by department, and by personal interest in certain departments and getting to know which departments have openings or need help, usually through volunteering with those departments and getting a personal discussion going with the coordinator(s) to let them know you'd be interested in such a thing. There isn't any official submission or paperwork to do for this (yet).

Dove – We are working on putting together a leadership submission form for PDF. Originally it was designed for BOD use but they're looking at other ways to utilize it as well (such as for departments/coordinators). This should be up on the website as a tool shortly.

Princess Giggles – Volunteers (department) is looking for someone to act as on-site Volunteer coordinator for the next burn because come this next Spring PDF she will be 8 months pregnant!

Owsla – Do you know how many burns you are looking to have this extra position active? Is this just a temporary thing for one burn?

Princess Giggles – Is planning to continue with the off-site duties (e.g., planning activities to promote volunteerism at PDF and spread info, etc.), but is looking for someone to be on-site for probably the next two burns.

Karnak – He now has admin privileges on FB for this burn. So if posts need to be pinned he's going to try to keep informative posts at the top of the page. If anything's needed he's easy to find on FB.

Diana Smiles – Have we heard any information on ticket dates?

Owsla – Not yet though they should be going up soon. I'm going to talk to EmilyD as soon as possible about that, as she's still the one handling ticket date coordination.

Virgin Andy – Can we run through the (coordinator) positions that are open? He's willing to help out wherever needed but some people he doesn't know how to get a hold of.

Owsla – Most of these are listed on the agenda (except for the one that just came up and was mentioned earlier in this call). Art Grants is looking for a co-coordinator. Volunteers is looking for an on-site co-coordinator. I haven't heard of other departments that have vacancies, though that doesn't mean they aren't looking or wouldn't appreciate the offer.

Ursula – She's still unclear about how to get in touch with people for more information.

Owsla – If you go to the PDF website there are email addresses there for most departments. That's one way you can directly contact coordinators. The PONY is a good place to post a general offer of help (though we can't promise that all coords will read it).

Ursula – Is there just a way to put your name out there in general?

Owsla – For the most part with most departments, they are interested in having someone they know who's an experienced volunteer with their department be the person to step up. That way they're familiar with a person and what their capabilities are, and that person is familiar with what's needed in that department, etc. In short, no there's no official place to just say "hey I want to be or am willing to be a coord or co-coord". You could post on FB, you could post on the PONY, but in general it's more of a one-on-one interaction with a department.

Princess Giggles – She will be posting on the PONY about the need for Volunteers to get an on-site coord. Yes, they are looking for someone (ideally) who has particular experience with participation station and the way it's evolved under her changes in the past year.

Diana Smiles – We heard that Dove's putting together a leadership application form, but traditionally it's been something of an apprenticeship situation, where a person comes in through volunteering and then is groomed to step up.

Yeti – DPW also works in an apprentice/master way, so if interested please reach out (and he'll do the same).

Gillian – How would people feel about a "last day" type of person? Some people stay at the end to help close things out and that's a lot of work and could probably use more hands.

Ursula – Her question was more general, about how would a person (like herself who's been going to PDF for a couple years now) get more information about how to step up and get more involved, etc. It's a community question. She hears often from people after burns about how they want to get more involved but they don't seem to know how to go about it.

Owsla – Please tell them to call into a PC meeting! We always love to have more people participating in these calls, but even if they're just looking to find out about what's going on and what departments need help, this is the place where all of that is discussed. This is the communications focus for that kind of information: on these calls or on the PONY. That's where these conversations happen.

Yeti – Non-sequitur; He had trouble posting to the PONY in recent years; gets a message that he needs approval. He doesn't know if others are having issues too.

Owsla – I will pass your message along to Hatter myself. I know other people have had issues with their accounts in the past, sometimes because the account type is changed to new-user or such and that means you're not allowed to post freely. So this is probably a quick fix.

Fourth Order of Business – Announcements and reminders

- 1) Upcoming PC meeting schedule; check for conflicts
 - February 20 (Sat) – budgets/proposals should be in
 - March 13 (Sun) – LAST CALL for Spring 2016 budgets/proposals
 - April 9 (Sat) – final votes and planning for spring burn
 - May – no meeting unless emergency

Meeting closed at 12:30 pm