

PDF Planning Committee Meeting Agenda

Date: Saturday, February 20, 2016 at 12 pm

Purpose of meeting: Continue planning for Spring 2016 burn

Agenda summary: Coordinator searches; review submitted After Burn reports; budget proposal reviews; planning cycle reminders

First Order of Business – Coordinator searches

1) Art Grants

- Art Grants department is (I believe) still looking for a new co-coordinator to take over for O Man

2) Gate

- Looking for a coordinator to train to replace Smartie Martie, as well as an assistant coordinator (and also other non-coord positions)

3) Stage?

- Any information on whether or not we have a Stage coordinator still? No AB report or word of one has been submitted...

4) Fire conclave?

- Any information on whether or not we have a Fire conclave coordinator still? No AB report or word of one has been submitted...

Second Order of Business – After Burn reports

1) Drum Conclave – Submitted by Moose

- The Good: Had a decent core of drummers to keep the rhythm. Kept the burn time to about a couple hours, which is reasonable for how long I can play straight and let others take shifts in and out. Nobody came up to me while drumming and told me I had to move, and all the musicians stayed together. Side circles make it harder for everyone.
- The Bad: Didn't think about teaching classes. Gonna do that this year. See if I can't get us all synced up on 3 or 4 specific rhythms to keep everyone together.

- Changes requested: Can I get a co-coordinator to help me manage the base rhythm at the burn and set up the classes? I am great at making lots of noise you wanna dance too, but I suck at logistics. I was thinking Rod Gnarley aka Hippee since he has both dedicated himself to this community and to that drum circle a many a times through the years, and he has proven himself a good hippee wrangler.

2) Ticketing/Gate – Submitted by Smartie Martie

- The Good
 - ~The weather for setup and breakdown was fabulous
 - ~DPW crew was awesome for having trucks available for hauling all the Gate gear up to the Gate on Wednesday afternoon
 - ~The Front Gate structure was setup by Wednesday evening
 - ~I had lots of help from the early arrival volunteers and DPW for Gate
 - ~All the volunteers who showed up rock it out and worked hard
 - ~The charging station at Front Gate was successful with the volunteers
 - ~One of the GOD's created a new wristband log sheet, for the volunteers to fill out at the end of the shift. The wristband log was easier and understandable for the volunteers to fill out
 - ~The bacon deliveries was successful on Saturday morning
 - ~The volunteers seemed to enjoy the snacks and coffee stuff
 - ~All of the GOD shifts were finally all filled, I did not have to work 3 GOD shifts this burn
 - ~Participants were not parking overnight in the temporary parking lot, the extra signage help inform participants
 - ~The Gate has a new onsite Assistant Coordinator Leah Loaf
 - ~The Gate FAQ and Volunteer shift books continue to be useful for all the volunteers at the Gates
 - ~Wristband charts were for other departments for clarification of all the different wristbands
- The Bad
 - ~A medical burner WITHOUT a ticket was let in against Ticketing Volunteers say by another medical coordinator(?). She stated that this unbanded person had important medical supplies and had to get inside. Since the waiver team was very thorough, they filed the waiver that person said she filled out. She stated that her ticket was inside and no one was able to find the person who was holding it. And they didn't want to wait. Sorry about your luck, No one is allowed to go inside the event without signing a waiver, presenting a ticket and ID at Ticketing.
 - ~The next day the same Coordinator(?) came up with a ticket number written down on a piece of paper and had the scanner person key it in. Stating it was a valid ticket, then behind Ticketing volunteer's back and

took a band off the roll while, he was applying a band to a burner. The person who ticket that was, was not present. She took the band back through the gate. Sorry about your luck, No one is allowed to go inside the event without signing a waiver, presenting a ticket and ID at Ticketing.

~That same day, a ranger didn't have a ticket at the gate. Again another ranger insisted that he could come in. While Ticketing Volunteers insisting he couldn't, a Parking Coordinator rode up and said it was ok. They then DROVE in the front gate with his car and not through the back gate. We have no knowledge if that ranger ever filled out a waiver or even came back up to the gate with a ticket later Sorry about your luck, No one is allowed to go inside the event without signing a waiver, presenting a ticket and ID at Ticketing.

~Hot Dog deciding to close the back Gate on Sunday, and removing volunteer online sign ups. The back Gate needs to have volunteers at the entrance point checking wristbands and Greeting participants as they come and go from the event. It is a liability issue if no one is at the back entrance. If a person sneaks in and has an unfortunate situation happen, it's not good for PDF. I don't think we want a bunch of people sneaking in the back gate on Sunday, it creates problems for participants, Rangers, Medics, BOD and The Vets. We had this problem before when no one was place at the back gate, which is why Greeters was placed at the back gate entrance

~The back lot was closed on Friday evening, due to a bad thunderstorm, which created a carry in only situation

~Participants confused with tickets transferred due to no name change on the transferred tickets, caused some problems for Ticketing volunteers

~Participants misinformed about how spotty the internet/cell phone service. Participants being mad about not being able to download their ticket from his or her cell phone and have to drive back into town to download their ticket

~On Thursday afternoon, Golf cart delivery driver almost hit the Ticketing structure and participants waiting in line to check in

~Very late delivery of the golf carts on Thursday afternoon

~Bacon deliveries were a late start on Sunday morning, and were made in the early afternoon, due to GOD passed out and unresponsive on the radio

~On Saturday evening from 11:00 PM to about 1:00 AM, the drunk neighbors of the property, were having target practice with their very loud guns, which was caused some concern. Pineapple talked to the neighbors several times and the cops even went to this property. Eventually, the shooting stopped and the neighbors joined the The Vets around the fire drinking some beers

~The Vets did not send me a copy of the Vets guest wristbands ahead of time. Previously, The Vets sent me a copy of their wristband, so we can

incorporate their wristband in the community wristband chart for all the different types of wristbands at PDF.

~A continuing trend NO SHOW volunteers, late night on Thursday, Friday and all day Sunday.

~Waited a really long time for my reimbursement check for items purchased for PDF, I did play a prank on Patty though this time...

- The Ugly
I don't like the ugly.....

- Improvements
 - ~Adding extra sign up shifts on Thursday.
 - ~Handmade pony pendants for volunteers.
 - ~Banners for Greeters Tent, and Ticketing Tent
 - ~Two banners, one at the front Gate entrance and one at the back Gate entrance to Welcome Community Members to Playa del Fuego
 - ~Decorate drinking containers with vinyl lettering for volunteers
 - ~Give the clipboards a face-lift, they look kinda sloppy
 - ~Have garlynn for inside of the Ticketing tent for a more festive feel
 - ~More communication with other Departments about gate topics
 - ~Wristband Guides for Theme Camps with bars, if Theme Camp requests one.
 - ~The majority of items being purchased will be online orders.

- Final Thoughts
 - The Gate is always looking for some awesome volunteers to take on more responsibility. We are currently looking for an additional Coordinator (training my replacement), Assistant Coordinator, GOD's, and Shift Leads. If anyone is interested please send an email to: gate-lead@playadelfuego.org
 - Thank you everybody in the community who volunteers, brings art, and sets up a Theme Camp, to help bring PDF together every Fall and Spring
 - Overall every burn is different and poses new challenges, which I learn and grow from each one. I love each and every burn in its own special way

 - See ya'll at Spring PDF 2016
Hugs and Love
~~~Smartie Martie~~~

*\*Still missing reports from Fire Conclave, Stage*

### Third Order of Business – Budget proposals

1) Parking – \$1523.20 – Submitted by 2E

| Parking                                                                                   |                 |                 |                   |
|-------------------------------------------------------------------------------------------|-----------------|-----------------|-------------------|
| Item                                                                                      | Recurring       | Infrastructure  | Overall           |
| <b>TOTALS</b>                                                                             | <b>\$926.00</b> | <b>\$597.20</b> | <b>\$1,523.20</b> |
| Golf Carts (2)                                                                            | \$650.00        |                 |                   |
| Golf Cart Fuel                                                                            | \$40.00         |                 |                   |
| Bandanas (possible subject to change)                                                     | \$200.00        |                 |                   |
| Water/Cooler                                                                              | \$36.00         |                 |                   |
| Radio w/ Shoulder Mic (pre-approved last budget, need to meet with Lizard for purchase)   |                 | \$100.00        |                   |
| HyViz TriBand 3/8" / 4ft - 12pk (2)                                                       |                 | \$100.00        |                   |
| HyViz Reflective Spike 12" 8pk (2)                                                        |                 | 20              |                   |
| CONTICO 26.8-in W x 34.25-in H x 15.4-in D Plastic Freestanding Garage Cabinet            |                 | \$59.00         |                   |
| Gatehouse 3-1/2-in Zinc-Plated Fixed Staple Safety Hasp                                   |                 | \$2.72          |                   |
| Master Lock 2.5-in W Steel Regular Shackle Keyed/Combination Padlock                      |                 | \$7.98          |                   |
| 100 Spring Parking Permits (.63 each) - Yellow (Sequentially Numbered / Custom)**see note |                 | \$63.00         |                   |
| 100 Fall Parking Permits (.63 each) - Orange (Sequentially Numbered / Custom)**see note   |                 | \$63.00         |                   |
| 100 Theme Camp Parking Permits (.63) - Pink (Sequentially Numbered / Custom)**see note    |                 | \$63.00         |                   |
| 50 ToughTag™ Standard Rearview Mirror Hang Tag - Red, Sequentially Numbered - 5"x3"       |                 | \$64.50         |                   |
| Pyle PMP59IR 50 Watts Professional Rechargeable Lithium Battery Megaphone                 |                 | \$54.00         |                   |
|                                                                                           |                 |                 |                   |
| **Will email upon approval customization                                                  |                 |                 |                   |

2) Gate/Greeters – \$3438.35 – Submitted by Smartie Martie

| Gate and Greeters                                                                              |                   |                 |                   |
|------------------------------------------------------------------------------------------------|-------------------|-----------------|-------------------|
| Item                                                                                           | Recurring         | Infrastructure  | Overall           |
| <b>TOTALS</b>                                                                                  | <b>\$2,908.00</b> | <b>\$530.35</b> | <b>\$3,438.35</b> |
| 1 Water Cooler Rental with Hot Water Feature                                                   | \$25.00           |                 |                   |
| 6 x 5 Gallons of water                                                                         | \$36.00           |                 |                   |
| Gas for Golf Cart                                                                              | \$25.00           |                 |                   |
| Golf cart + delivery fee                                                                       | \$325.00          |                 |                   |
| Hired Gate Crew                                                                                | \$1,300.00        |                 |                   |
| Ice                                                                                            | \$36.00           |                 |                   |
| Wristbands                                                                                     | \$280.00          |                 |                   |
| Misc (trash bags,paper towels cleaning stuff)                                                  | \$80.00           |                 |                   |
| Batties                                                                                        | \$40.00           |                 |                   |
| Storage Tootes large total 6                                                                   |                   | \$73.84         |                   |
| Office Supplies, printing materials                                                            | \$200.00          |                 |                   |
| supplies to make 100 pendants w/ball chain necklace (1.62 per necklace)                        | \$162.00          |                 |                   |
| Storage totes medium total 4                                                                   |                   | \$31.00         |                   |
| Storage totes small total 12                                                                   |                   | \$25.00         |                   |
| Greeters Bandannas 80                                                                          | \$200.00          |                 |                   |
| Stanley LED Rechargeable Spotlight (Back Gate)                                                 |                   | \$44.51         |                   |
| Citronella candles 8 & incense sticks 100 x2                                                   | \$40.00           |                 |                   |
| 50 ft rope light (replacement for broken set)                                                  |                   | \$47.00         |                   |
| rainbow string                                                                                 | \$8.00            |                 |                   |
| Snacks, Coffee, Hot Coco, Tea, Creamer (Amazon order)                                          | \$187.00          |                 |                   |
| duck tape, green, yellow                                                                       | \$15.00           |                 |                   |
| pvc tubing                                                                                     | \$10.00           |                 |                   |
| canopy weight bags total 12 ( 6 for front gate, 6 for back gate)                               |                   | \$65.00         |                   |
| sand 6 bags (to fill weighted canopy bags)                                                     |                   | \$50.00         |                   |
| Banners X 2 (36" by 72") Welcome to Playa del Fuego (One for front gate and one for back gate) |                   | \$102.00        |                   |
| Greeters Banner (36" by 60)                                                                    |                   | 46              |                   |
| Ticketing Banner (36" by 60")                                                                  |                   | 46              |                   |

3) Burning Arts – \$3200 – Submitted by Rev. Dave

| Burning Arts                |                   |                |                   |
|-----------------------------|-------------------|----------------|-------------------|
| Item                        | Recurring         | Infrastructure | Overall           |
| <b>TOTALS</b>               | <b>\$3,160.00</b> | <b>\$40.00</b> | <b>\$3,200.00</b> |
| Wood - 15 cords @ \$200/per | \$3,000.00        |                |                   |
| Fuel                        | \$150.00          |                |                   |
| MacLeod Tool                |                   | \$40.00        |                   |
| Safety tape                 | \$10.00           |                |                   |

**Fourth Order of Business – Announcements and reminders**

1) Ticket sales!

- Round 1 - Sunday, February 28th
- Round 2 - Wednesday, March 16
- Reserves open - Sunday, March 27
- Reserves close - Tuesday, April 26 (4 weeks before PDF)

2) Upcoming PC meeting schedule

- 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