

PDF Planning Committee Meeting Agenda

Date: Saturday, April 9, 2016 at 12 pm

Purpose of meeting: Final planning for Spring 2016 burn

Agenda summary: Coordinator changes and searches; review submitted After Burn reports; final discussions; budget voting; planning cycle reminders

First Order of Business – Coordinator volunteer searches and changes

- 1) Please welcome our new assistant coordinators:
 - Virgin Andy, assisting with Sanctuary
 - Diana Smiles, assisting with Participation Station

- 2) Ongoing searches
 - Art Grants department
 - Looking for a new co-coordinator to take over for O Man

 - Drum Conclave
 - Looking for someone to assist or possibly take over for Moose, though he may have someone in mind already

 - Gate
 - Looking for a coordinator to train to replace Smartie Martie, as well as an assistant coordinator

 - MOOP
 - Jen Finkle is stepping down; may not be present at spring burn

 - Stage
 - MmmBobby may still be looking for people for possible assistant coordinator positions

 - WWW
 - Looking for a new designer coordinator to replace Ms. Fidget; this WWW will be her last

Second Order of Business – After Burn reports

1) Fire Conclave – Submitted by Skully

- The Good:
 - Meeting at the pavilion around 3 PM is still good only when it's in the WWW. Keeping spinners and safeties separate is still working.
- The Bad:
 - Having one person run conclave is a challenge but! I can find someone to be my co-conclave Coord. and help me out :)
- The Ugly:
 - I had issues in the fall with spinners and safeties trying to switch out in performing. So I had Pirate and one other perimeter gentlemen help me get the spinners under control to start the conclave in an orderly fashion.
- Planned improvement:
 - I'm keeping a stock of fire blankets for safeties since not every spinner can find or lend one to a safety so I'll keep that budget under control so I can also keep tabs on them if they go missing or need to be replaced.

**We now have ALL After Burn reports in! Good job, team!*

Third Order of Business – Final discussions

1) Pony Builder

- Was supposed to be announced on March 14 (as per what was posted on our website); as of yet I have not seen any such announcement.
- Does anyone know to whom the Pony Builder grant was awarded or if it has been announced somewhere? And if not does anyone know why it has not yet been announced?

Fourth Order of Business – Budget voting

1) Art Grants budget – \$100 – Submitted by St. Greg – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$100.00	\$0.00	\$100.00
Drinks (champagne, wine, juice), snacks (cheese, crackers, cupcakes, brownies), napkins, plates, cups	\$100		

2) DPW – \$675 – Submitted by Yeti – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$675.00	\$0.00	\$675.00
25 bales of straw	\$175.00		
emergent on-site needs	\$500.00		

3) Exodus – \$25 – submitted by Fritz – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$25.00	\$0.00	\$25.00
clear trash bags 500ct. (Costco)	\$8.00		
D-cell battery for 2 megaphones	\$9.00		
disp. gloves, hand santzr.	\$8.00		

4) Fire Perimeter – \$345 – Submitted by Thudd/Ranger Pirate – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$105.00	\$240.00	\$345.00
traffic barrels (6)		\$240.00	
light up necklaces/bracelets	\$40.00		
custom bandanas (20)	\$50.00		
flashlights	\$15.00		

5) Lamp Lighters – \$330 – Submitted by Starboy – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$120.00	\$210.00	\$330.00
Replacement Rebar		\$100.00	
Paper Towels	\$10.00		
Baby Wipes	\$10.00		
Lamp Fuel	\$100.00		
Replacement Lamps		\$100.00	
Dedicated Flashlights		\$10.00	

6) MASH – \$2,550 – Submitted by Fernando – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$550.00	\$2,000.00	\$2,550.00
Golf cart	\$325.00		
Golf cart extra fuel	\$25.00		
Misc. medical and hydration supplies	\$200.00		
AED*		\$2,000.00	

7) MOOP – \$50 – submitted by Jen Finkle – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$50.00	\$0.00	\$50.00
hand sanitizer	\$25.00		
disposable and/or work gloves	\$25.00		

8) Rangers – \$2,025 – submitted by Mythic – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$600.00	\$1,425.00	\$2,025.00
I. Burn items			
50 Ranger field guilds	\$100.00		
consent posters	\$15.00		
water, ice snacks	\$75.00		
office supplies	\$60.00		
golf cart rental and delivery	\$325.00		
extra gas for golf cart	\$25.00		
II. Uniforms*		\$700.00	
III. Infrastructure			
New structure**		\$650.00	
lighting***		\$75.00	

9) Sanctuary – \$310 – submitted by Jen Dublin – **increase in reported total of \$70 due to clerical error; line items unchanged*

Item	Recurring	Infrastructure	Overall
TOTALS	\$50.00	\$260.00	\$310.00
Wood for Sanctuary Sign		\$35.00	
Spotlights for Sanctuary Sign		\$35.00	
Waterproofing for Sign		\$10.00	
Portable Heater		\$90.00	
Propane for Heater	\$20.00		
Lighting		\$50.00	
Blankets		\$40.00	
Snacks/Water	\$30.00		

10) Sound – \$242 – submitted by Blizzard – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$0.00	\$242.00	\$242.00
Puxing-777 2-way radio x 2		\$118.00	
Lock Box		\$48.00	
Lock		\$20.00	
Log Book		\$16.00	
Shoulder Remotes for Puxing		\$40.00	

11) Stage – \$2,905 – submitted by MmmBobby – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$0.00	\$2,905.00	\$2,905.00
(2) JBL PRX-735 3way speakers (replacement infrastructure)		\$2,500.00	(post tax, for speakers)
2 New microphones		\$175.00	
2 new microphone stands		\$55.00	
4 new xlr cables		\$175.00	

12) Theme Camps – \$75 – submitted by Katherine/Katia – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$75.00	\$0.00	\$75.00
Flagging Tape	\$40.00		
Bamboo Skewers	\$10.00		
Lamination	\$25.00		

13) Volunteer/Participation Station – \$1,888 – by Princess Giggles – no changes

Item	Recurring	Infrastructure	Total
TOTALS	\$895.00	\$993.00	\$1,888.00
Misc. office supplies (Binders, markers, paper, organizers, etc.)	\$125.00		
Misc (trash bags,paper towels cleaning stuff)	\$20.00		
Snacks, Coffee, Tea, Hot Cocoa	\$75.00		
Schedule paper	\$15.00		
Raffle tickets	\$25.00		
Buttons (400-500 count)	\$200		
Bullhorns	\$40.00		
Sched.Boards		\$50.00	
Raffle Boxes		\$60.00	
Signage		\$30.00	
Printing Service		\$50.00	
Mesh SideWalls		\$70.00	
1 Water Cooler Rental with Hot Water Feature	\$25.00		
Water (4 – 5 gallon jugs)	\$20.00		
Golf Cart Rental & Delivery Fee	\$325.00		
Golf Cart Gas	\$25.00		
Hitchbot		\$40.00	
Water Resistant Notebook		\$43.00	
Shade structure		\$650.00	

14) WWW – \$1,270 – submitted by Erica & Whiplash – no changes

Item	Recurring	Infrastructure	Overall
TOTALS	\$1,270.00	\$0.00	\$1,270.00
Printing for WWW	\$555.00		
Printing for Laminates 650ct. @ \$1.10 each	\$715.00		

Fifth Order of Business – Announcements and reminders

1) Ticket sales!

- Reserves close - Tuesday, April 26 (4 weeks before PDF)

2) Application deadlines:

- What Where When (Printed Submissions)
 - Deadline: Wednesday April 27th (4 weeks prior to burn)
- Theme Camp Placement, Sound Camps, Art Placement
 - Deadline: Wednesday May 4th (3 weeks prior to burn)
- On Site Parking
 - Deadline: Wednesday May 18th (1 week prior to burn)
- Volunteer Schedule (online)
 - Deadline: Sunday May 22nd (the Sunday prior to burn)

3) Upcoming PC meeting schedule

- May – no meeting unless emergency